



OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

November 13, 2008

TO: Michael J. Knapp, Council President

FROM: Isiah Leggett, County Executive

SUBJECT: FY09 Savings Plan

Attached please find my Recommended FY09 Savings Plan for Montgomery County Government, as well as the other tax supported County Agencies. The attached plan identifies savings of nearly \$50 million from the current year that will be applied to close the projected gap of over \$250 million in FY10. We have worked to identify savings that could be realized without severely impacting direct services, especially to public safety and our most vulnerable residents. However, some service reductions are unavoidably included in the attached proposed plan.

As in the past, the Council may not be supportive of some of my proposed reductions. If the Council insists on not supporting the attached proposed reductions, I strongly recommend that it propose offsetting reductions in other areas of the budget to maintain the total amount of savings that can be used to close the projected FY10 budget gap. Deferring needed savings at this time will only temporarily postpone the urgent need to make difficult choices in the future. In fact, the less time in which agencies have to make the necessary reductions, the deeper and more difficult those reductions will need to be to achieve the same savings. Resolution of the budget gap is problematic because even more difficult and complex issues will need to be addressed during the Council's short time for reviewing and approving the annual budget. And as I have made clear, I do not support and will not recommend exceeding the charter limit on property taxes in the FY10 operating budget.

Because of the very serious nature of the current economy, I urge the Council to quickly approve the reductions proposed in the attached Savings Plan. The projected gap for FY10 may significantly worsen in the near future because of continued volatility in the financial markets and the very real potential for further and substantive reductions in State Aid. We have already absorbed cuts of over \$21 million in State Aid losses between FY09 and FY10 and we understand that further reductions are planned for this fiscal year. Under these circumstances, it is quite likely that further current year spending reductions will be necessary.

The attached plan includes proposed targets for Montgomery County Public Schools (MCPS), the Maryland-National Capital Park and Planning Commission (M-NCPPC), the Housing Opportunities Commission (HOC), and Montgomery College (the College). My staff have been in contact with the fiscal teams of each of these agencies and discussed feasible and attainable spending

Michael J. Knapp, Council President
November 13, 2008
Page 2

reduction targets. However, with the exception of HOC, we have not received a specific spending reduction plan from any agency that has been approved by the appropriate governing body.

I recommend a savings target of 1% for MCPS which would produce savings of approximately \$19.4 million. As the chart below indicates, the MCPS operating budget accounts for nearly 55% of the tax supported budget, but a 1% target would contribute a little over 39% to the total savings plan target. The percentage reduction for the other agencies is significantly higher.

As you know, we are actively engaged in discussions with our employee representatives on economic terms of the existing labor contracts. Even assuming these talks have a successful outcome and that the Council approves the proposed savings plan of \$50 million, we still have a sizeable gap remaining for FY10. In addition, failure to approve the Emergency Medical Services Transport Fee will necessitate further reductions to other vital programs and services to maintain fire and rescue services.

I strongly urge the Council to expedite its review and approval of the attached Savings Plan, so that the necessary actions can be implemented as soon as possible. My staff is available to assist the Council in its review of the attached proposal. Thank you for your support of our efforts to preserve our most important services while preserving the fiscal health of the County Government.

Executive Recommended FY09 Savings Plan

	Tax Supported Approved FY09 Budget	Executive Recommended Savings Plan Target	Agency as % of Total Budget	Target as % of Total Savings Plan'	Savings Plan Target as % of Budget
MCG	1,279,432,930	24,747,160	36.2%	50.3%	1.93%
MNCPPC	106,424,200	2,479,340	3.0%	5.0%	2.33%
MCPS	1,936,956,571	19,369,566	54.8%	39.3%	1.00%
College	212,357,803	2,636,364	6.0%	5.4%	1.24%
Total	3,535,171,504	49,232,430			1.39%

Notes:

- 1 Amounts above excludes Debt Service
- 2 For MCPS, The Executive Recommends a target of 1% of the MCPS appropriation or \$19.4 million.
- 3 The College and MNCPPC have not formally committed to an FY09 savings plan or specified how those reductions may be achieved.
- 4 The College has indicated that a savings plan target of 2% of Local Contribution or \$2 million is appropriate in light of recent State Aid reductions approved by the Board of Public Works in October 2008.

Michael J. Knapp, Council President

November 13, 2008

Page 3

IL:jfb

c: Timothy L. Firestine, Chief Administrative Officer
Jennifer Barrett, Director, Department of Finance
Joseph F. Beach, Director, Office of Management and Budget
Dr. Jerry Weast, Superintendent, Montgomery County Public Schools
Dr. Brian Johnson, President, Montgomery College
Royce Hanson, Chair, Montgomery County Planning Board
Michael J. Kator, Chair, Housing Opportunities Commission

Attachments

FY09 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY09 Approved	Recommended	Recommended	Savings as a
	(per Council Resolution 16-577)	Total \$	Revenue	percent of Original FY09 Budget
Tax Supported				
General Fund				
Board of Appeals	619,300	-15,480	0	-2.5%
Circuit Court	10,747,630	-268,690	0	-2.5%
Commission for Women	1,317,430	-32,940	0	-2.5%
Consumer Protection	2,708,490	-66,560	0	-2.5%
Correction and Rehabilitation	65,602,820	-655,700	0	-1.0%
County Attorney	5,680,860	-147,960	0	-2.6%
County Council	9,580,700	-237,000	0	-2.5%
County Executive	6,979,440	-174,500	0	-2.5%
Economic Development	8,048,580	-182,660	0	-2.3%
Emergency Management and Homeland Security	1,653,690	-16,220	0	-1.0%
Environmental Protection	4,401,540	-108,240	0	-2.5%
Finance	10,727,300	-264,840	0	-2.5%
General Services	28,321,280	-708,030	0	-2.5%
Health and Human Services	201,256,130	-3,195,250	-195,250	-1.5%
Housing and Community Affairs	5,634,370	-139,050	0	-2.5%
Human Resources	9,522,970	-262,970	0	-2.8%
Human Rights	2,501,500	-61,600	0	-2.5%
Inspector General	700,720	-17,520	0	-2.5%
Intergovernmental Relations	882,770	-22,070	0	-2.5%
Legislative Oversight	1,370,300	-27,400	0	-2.0%
Management and Budget	4,067,640	-100,880	0	-2.5%
NDA - Compensation and Employee Benefits Adjustment	3,070,590	-809,420	0	-26.4%
NDA - Desktop Modernization	7,136,360	-178,410	0	-2.5%
NDA - Housing Opportunities Commission	6,140,640	-153,520	0	-2.5%
NDA - Leases	18,455,210	-461,380	0	-2.5%
NDA - Working Families Income Supplement	13,667,700	-3,832,300	0	-28.0%
Police	240,313,050	-2,397,300	0	-1.0%
Public Information	1,308,720	-32,720	0	-2.5%
Public Libraries	40,255,530	-979,820	0	-2.4%
Regional Services Centers	4,494,100	-110,910	0	-2.5%
Sheriff	20,533,520	-205,180	0	-1.0%
State's Attorney	12,595,950	-125,960	0	-1.0%
Technology Services	33,711,050	-837,920	0	-2.5%
Transportation	48,747,040	-1,195,150	0	-2.5%
Zoning & Administrative Hearings	551,910	-13,800	0	-2.5%
General Fund Total:	833,306,830	-18,039,350	-195,250	-2.1%
Special Funds				
Urban District - Silver Spring				
Urban Districts	2,890,770	-72,270	0	-2.5%
Urban District - Wheaton				
Urban Districts	1,660,480	-41,510	0	-2.5%

FY09 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY09 Approved (per Council Resolution 16-577)	Recommended Total \$	Recommended Revenue	Savings as a percent of Original FY09 Budget
<u>Mass Transit</u>				
DOT-Transit Services	113,259,360	-1,438,000	-29,350	-1.2%
<u>Fire</u>				
Fire and Rescue Service	191,054,930	-1,909,370	0	-1.0%
<u>Recreation</u>				
Recreation	32,457,220	-796,850	0	-2.5%
Special Funds Total:	341,322,760	-4,258,000	-29,350	-1.2%
MCG Tax Supported Total:	1,174,629,590	-22,297,350	-224,600	-1.9%
Non-Tax Supported				
Enterprise Fund				
<u>Liquor Control</u>				
Liquor Control	39,228,000	-969,480	0	-2.5%
MCG Non-Tax Supported Total:	39,228,000	-969,480	0	-2.5%
Internal Service Funds				
Internal Service Funds				
<u>Printing & Mail</u>				
General Services	6,583,470	-162,650	0	-2.5%
<u>Motor Pool</u>				
DGS-Fleet Management Services	67,674,780	-1,351,240	0	-2.0%
MCG Internal Service Funds Total:	74,258,250	-1,513,890	0	-2.0%
Montgomery County Government:	1,288,115,840	-24,780,720	-224,600	-1.9%
Montgomery County Public Schools:	1,936,956,571	-19,369,570	0	-1.0%
Montgomery College:	211,607,803	-2,636,364	0	-1.2%
Maryland-National Capital Park and Planning Commi	106,424,200	-2,479,340	0	-2.3%
TOTAL ALL AGENCIES	3,543,104,414	-49,265,994	-224,600	-1.4%

FY09 SAVINGS PLAN

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
General Fund			
<i>Board of Appeals</i>			
<u>Decrease Cost</u>			
S1	Reduce Operating Funds	-15,480	0
		-15,480	0
	Board of Appeals	-15,480	0
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<i>Circuit Court</i>			
<u>Decrease Cost</u>			
S1	Savings Plan Reduction - Turnover Savings	-268,690	0
		-268,690	0
	Circuit Court	-268,690	0
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<i>Commission for Women</i>			
<u>Decrease Cost</u>			
S1	Program Specialist I Position from Full-time to Part-time	-32,940	0
		-32,940	0
	Commission for Women	-32,940	0
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<i>Consumer Protection</i>			
<u>Decrease Cost</u>			
S1	Principal Administrative Aide Position	-40,260	0
S2	Travel Expenses	-5,000	0
S3	Cellular Phones and Other Communication Services/Upgrades	-2,500	0
S4	Professional Services	-7,000	0
S5	Use of County Vehicle	-1,300	0
S6	Computer Equipment Costs	-3,500	0
S7	Periodicals and Other Reference Materials and Memberships Dues	-2,000	0
S8	Duplicating Services and Bulk Mail	-3,000	0
S9	Other Operating Expenses	-2,000	0
		-66,560	0
	Consumer Protection	-66,560	0
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<i>Correction and Rehabilitation</i>			
<u>Reduce</u>			
S1	Lapse Positions to Reduce Personnel Costs - DOCR	-655,700	0
		-655,700	0
	Correction and Rehabilitation	-655,700	0
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<i>County Attorney</i>			
<u>Decrease Cost</u>			
S1	Shift - Principal Administrative Aide to Insurance Defense Litigation Case Assignments	-36,410	0
S2	Lapse - Assistant County Attorney III - Human Resources & Appeals Division	-21,750	0
S3	Lapse - Assistant County Attorney III - Public Interest Litigation Division	-89,800	0
		-147,960	0
	County Attorney	-147,960	0
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<i>County Council</i>			
<u>Decrease Cost</u>			
S1	Operating Expense	-50,000	0

FY09 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
County Council			
S2	Turnover	-85,000	0
S3	Lapse	-102,000	0
		-237,000	0
	County Council	-237,000	0
County Executive			
	<u>Decrease Cost</u>		
S1	Accountant/Auditor III	-72,500	0
S2	Special Assistant to the County Executive	-102,000	0
		-174,500	0
	County Executive	-174,500	0
Economic Development			
	<u>Decrease Cost</u>		
S1	Costs for MBD Director through Lapse Savings	-177,050	0
S2	Costs for Intern Position through Lapse Savings	-5,610	0
		-182,660	0
	Economic Development	-182,660	0
Emergency Management and Homeland Security			
	<u>Reduce</u>		
S1	Lapse of vacant positions in Office of Emergency Management	-16,220	0
		-16,220	0
	Emergency Management and Homeland Security	-16,220	0
Environmental Protection			
	<u>Decrease Cost</u>		
S1	Personnel costs	-85,000	0
S2	Operating Expenses	-23,240	0
		-108,240	0
	Environmental Protection	-108,240	0
Finance			
	<u>Decrease Cost</u>		
S1	Personnel Cost Savings - key position turnover and delays in hiring	-264,840	0
		-264,840	0
	Finance	-264,840	0
General Services			
	<u>Decrease Cost</u>		
S1	Increase Lapse	-230,440	0
S5	Digitize work processes	-87,590	0
		-318,030	0
	<u>Reduce</u>		
S2	Custodial & Janitorial Services	-250,000	0
S3	Grounds and Landscaping Services	-100,000	0
S4	Electrical Services	-40,000	0
		-390,000	0
	General Services	-708,030	0
Health and Human Services			
	<u>Decrease Cost</u>		
S2	Director's Office - Temporary Office Clerical Cost	-36,690	0

Ref No.	Title	Total \$	Revenue
Health and Human Services			
S3	Director's Office - Accountability and Outcomes Program - Operating Cost	-15,000	0
S4	Director's Office - African American Health Program - Operating Cost	-22,080	0
S6	Director's Office - Asian American Health Initiative - Operating Cost	-10,500	0
S7	OCOO - HIPAA Compliance Miscellaneous Cost	-20,000	0
S8	OCOO - IT contractual expenses	-60,000	0
S9	OCOO-Temporary Office Clerical Cost	-47,000	0
S10	OCOO - Support Services - Staff Training Cost	-57,450	-17,810
S11	Community Action Agency - CASA Contract	-13,980	0
S12	CYF - Chief's Office Operating Costs	-4,000	0
S13	CYF-Linkages to Learning (LTL) Start-up Funds for New Sites	-25,000	0
S14	CYF-Linkages to Learning (LTL) Contract due to staffing vacancy savings	-40,000	0
S22	A&D - County Match Subsidies for Senior Assisted Group Home Program	-50,000	0
S23	PH - operating expenses	-4,000	0
S24	PH - contractual lapse for dental hygienist services	-15,000	0
S26	PH - Health Planning & Promotion Program operating expenses (translation, interpretation, and temporary services)	-13,000	0
S27	PH - Maternity Partnership due to decreased enrollment	-38,190	0
S29	PH - School Based Health Centers miscellaneous operating expenses	-16,000	0
S30	PH - Montgomery Cares	-510,000	0
S32	BHCS- psychiatric contract in Child and Adolescent Mental Health Services and shift services to county Psychiatrist.	-90,640	0
S34	BHCS-lapse for outpatient addictions treatment contracts	-22,470	0
S36	BHCS - reduce lab services	-6,000	0
S37	BHCS - pharmacy assistance services	-40,000	-12,800
S38	BHCS - Affiliated Sante contract (emergency services)	-5,000	0
S40	BHCS-the Residential Mental Health Fund	-35,000	0
S41	BHCS- job advertising budget	-5,900	0
S42	SNH-funds for operating expenses and temporary staff in the Handicapped Rental Assistance Program	-60,000	0
S43	SNH-Rental Assistance Program expansion from 150 households per month to 75 households per month	-250,000	0
		-1,512,900	-30,610
Reduce			
S1	Increase lapse for vacant positions	-1,088,240	-163,240
S17	CYF-Reduce Collaboration Council contract for wrap-around services	-32,340	0
S18	A&D - Supplement to providers of services to the developmentally disabled	-175,000	0
S19	A&D - Funding for two supported employment contracts	-39,300	0
S21	A&D - In Home Aide Program - Chore Services to all 48 clients; services will end February 2009	-50,000	0
S25	PH - YMCA after school program and "Under 21" substance abuse mini-grants	-14,400	0
S28	PH - High School Wellness Center due to contractor vacancy savings	-15,000	0
S31	PH - Care For Kids contract	-66,000	0
S39	BHCS- Consumer Affairs Fund	-8,000	0
		-1,488,280	-163,240
Shift			
S5	Director's Office - Latino Health Initiative Program - Career Transition Center Contracts to State grant funding	-23,100	0
S15	CYF- Linkages to Learning (LTL) Case Management to State Funding	-50,000	0
S16	CYF-Positive Youth Development - contractual expenses to available Federal grant funds	-40,000	0
S20	A&D - Respite Care Program - Operating Expenses to available federal grant funding	-35,000	0
S33	BHCS-personnel costs to available Alcohol and Drug Abuse Administration grant funds	-27,950	-1,400
S35	BHCS-operating expenditures from the general fund to available Alcohol and Drug Abuse Administration Grant funds	-18,020	0
		-194,070	-1,400

Ref No.	Title	Total \$	Revenue
Health and Human Services		-3,195,250	-195,250
<i>Housing and Community Affairs</i>			
<u>Decrease Cost</u>			
S1	Increase Lapse	-56,200	0
S2	Delay in Hiring Vacant Positions	-37,430	0
S3	Filling Vacant Code Enforcement Inspectors at a Lower Grade (Public Admin. Interns)	-29,300	0
S4	Charging Existing Staff to New HUD Grant (Foreclosure Assistance)	-16,120	0
		-139,050	0
Housing and Community Affairs		-139,050	0
<i>Human Resources</i>			
<u>Decrease Cost</u>			
S1	Lapse, turnover, and position funding shift savings	-262,970	0
		-262,970	0
Human Resources		-262,970	0
<i>Human Rights</i>			
<u>Decrease Cost</u>			
S1	Lapse- Vacant Director (M1)	-33,350	0
		-33,350	0
<u>Reduce</u>			
S2	Lapse - Former Director of Compliance (M3)	-28,250	0
		-28,250	0
Human Rights		-61,600	0
<i>Inspector General</i>			
<u>Decrease Cost</u>			
S1	Rescind Capital Outlay Purchase	-4,000	0
		-4,000	0
<u>Reduce</u>			
S2	Reduction of personnel costs of vacant position	-13,520	0
		-13,520	0
Inspector General		-17,520	0
<i>Intergovernmental Relations</i>			
<u>Decrease Cost</u>			
S1	Professional Services - HHS Legislative Analyst Services	-22,070	0
		-22,070	0
Intergovernmental Relations		-22,070	0
<i>Legislative Oversight</i>			
<u>Reduce</u>			
S1	Reduce operating expenses.	-27,400	0
		-27,400	0
Legislative Oversight		-27,400	0
<i>Management and Budget</i>			
<u>Decrease Cost</u>			
S1	Lapse Vacant Mangement and Budget Specialist Position	-100,880	0
		-100,880	0
Management and Budget		-100,880	0

Ref No.	Title	Total \$	Revenue
<i>NDA - Compensation and Employee Benefits Adjustment</i>			
<u>Decrease Cost</u>			
S1	Non-represented Pay-for-Performance	-809,420	0
		-809,420	0
- Compensation and Employee Benefits Adjustment		-809,420	0
<i>NDA - Desktop Modernization</i>			
<u>Decrease Cost</u>			
S1	Reduce DCM Computer Acquisition & Peripherals	-178,410	0
		-178,410	0
NDA - Desktop Modernization		-178,410	0
<i>NDA - Housing Opportunities Commission</i>			
<u>Decrease Cost</u>			
S1	Salary and Benefit Lapse	-60,520	0
S2	Reduce Management Fee to HOC	-60,000	0
S3	Delay Hiring of Financial Literacy Counselor	-20,000	0
		-140,520	0
<u>Reduce</u>			
S4	Reduce Funding for Program Activites	-10,000	0
S5	Reduce Funding for Client Travel	-3,000	0
		-13,000	0
NDA - Housing Opportunities Commission		-153,520	0
<i>NDA - Leases</i>			
<u>Decrease Cost</u>			
S1	Reduce leases	-461,380	0
		-461,380	0
NDA - Leases		-461,380	0
<i>NDA - Working Families Income Supplement</i>			
<u>Decrease Cost</u>			
S1	WFIS Matching Payments	-3,832,300	0
		-3,832,300	0
NDA - Working Families Income Supplement		-3,832,300	0
<i>Police</i>			
<u>Decrease Cost</u>			
S2	Reduce the January 2009 Recruit Class from 20 to 15 police officer candidates (POCs)	-171,900	0
		-171,900	0
<u>Reduce</u>			
S1	Lapse civilian positions	-1,873,260	0
S3	Reduce operating expenses	-352,140	0
		-2,225,400	0
Police		-2,397,300	0
<i>Public Information</i>			
<u>Decrease Cost</u>			
S1	Outside Professional Writing Services	-3,290	0
S2	Outside Professional Artwork and Graphic Design Assistance.	-4,000	0
S3	Postage Expenses by Decreasing the Number of Materials Mailed.	-2,000	0
S4	Copies Made to Significantly Save Paper Costs.	-5,000	0

FY09 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Public Information			
S5	Subscriptions and Newspaper Purchases.	-1,030	0
S6	Videotape and CD Purchases.	-3,570	0
S7	Outside Photography Expenses.	-2,360	0
S8	Training Books and Professional Subscriptions.	-3,050	0
S9	Graphics Materials for Presentations and Backdrop Purchases	-8,420	0
		-32,720	0
	Public Information	-32,720	0
Public Libraries			
<u>Decrease Cost</u>			
S3	Non Materials Operating Expenses Reductions & Efficiencies	-142,400	0
		-142,400	0
<u>Reduce</u>			
S1	Library Materials Budget - I	-570,000	0
S2	Library Materials Budget - II	-217,420	0
S5	Vacancy Management Plan	-50,000	0
		-837,420	0
	Public Libraries	-979,820	0
Regional Services Centers			
<u>Decrease Cost</u>			
S1	SSRSC - Lapse from Assistant Director position	-9,690	0
S2	MCRSC - Lapse for the Wheaton Redevelopment Principal Administrative Aide	-9,280	0
S9	SSRSC - Marketing funds for printing of Silver Spring Dining Guide and Arts & Entertainment Guide	-4,310	0
S10	MCRSC - Lapse from Administrative Specialist III	-2,650	0
S11	UCRSC - Lapse from Principal Admin Aide position	-2,410	0
S12	ECRSC - Language Line charges	-220	0
S13	ECRSC - Charges to DFS (Facilities Maintenance Services)	-1,000	0
S14	BCCRSC - Temporary Office Clerical	-550	0
S15	BCCRSC - Non-Metro Travel expenses	-500	0
		-30,610	0
<u>Reduce</u>			
S3	UCRSC - Lapse Program Specialist and Principal Administrative Aide positions, from 7/1/08 to 11/1/08.	-37,440	0
S4	BCRSC - Funding for Emerging Communities Program	-10,560	0
S5	ECRSC - Funding for Emerging Communities Program	-10,230	0
S6	MCRSC - Funding for Emerging Communities Program	-5,000	0
S7	SSRSC - Funding for Emerging Communities Program	-8,930	0
S8	UCRSC - Funding for Emerging Communities Program	-8,140	0
		-80,300	0
	Regional Services Centers	-110,910	0
Sheriff			
<u>Decrease Cost</u>			
S1	Eliminate January 2009 deputy sheriff recruitment class	-109,080	0
S2	Delay procurement of lease/purchase x-ray machines	-26,000	0
S3	Lapse Sr. Supply Technician	-49,770	0
S4	Operating Expenses	-11,730	0
S5	Lapse P/T PAA in Warrants Section	-8,600	0
		-205,180	0
	Sheriff	-205,180	0
State's Attorney			

FY09 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
State's Attorney			
<u>Decrease Cost</u>			
S1	Salary Differential on Employees Terminating Employment	-96,040	0
S2	Employee Leave Without Pay	-9,600	0
S3	Full Time Attorney Working 30 Hours Per Week	-20,320	0
		-125,960	0
	State's Attorney	-125,960	0
Technology Services			
<u>Decrease Cost</u>			
S1	Delay Hiring	-269,750	0
S2	Discontinue Ricoh Copiers Annual Maintenance for 5 locations for 7 months	-7,100	0
S3	Termination of IJIS Office Lease	-72,600	0
S4	Shift software maintenance cost to Municipalities	-22,000	0
S5	Reduce Intrusion Detection System (IDS) Software Maintenance	-22,000	0
S6	Eenhanced Service Level Agreement - FY09 Non-Payment Savings	-70,000	0
S7	Delay Websense Server Hardware Upgrade	-8,000	0
S8	Reduce HRMS / Integral Software Maintenance	-17,000	0
S10	Reduce Level of Contractual Support	-293,000	0
		-781,450	0
<u>Shift</u>			
S9	Transfer CIO's Personnel Costs by 1/4 work year to Cable Fund	-56,470	0
		-56,470	0
	Technology Services	-837,920	0
Transportation			
<u>Decrease Cost</u>			
S1	Freeze hiring of various positions until 1/1/09	-392,990	0
S2	Correct position funding	-49,300	0
S3	Delay in implementing the Basic Ordering Agreement (Facility Planning - CIP CR)	-23,920	0
		-466,210	0
<u>Eliminate</u>			
S4	Unique Crosswalk Treatments	-60,000	0
		-60,000	0
<u>Reduce</u>			
S5	Trail maintenance	-183,700	0
S6	Mowing	-25,000	0
S7	Curb and Gutter maintenance	-250,000	0
S8	Roadside maintenance	-100,000	0
S9	Raised pavement markers	-50,000	0
S10	Delay Loop Dectector replacement	-60,240	0
		-668,940	0
	Transportation	-1,195,150	0
Zoning & Administrative Hearings			
<u>Decrease Cost</u>			
S1	Remove Blue Cross Code 1633	-7,580	0
S2	Reduce Non-Metro travel Code 3401	-4,000	0
S3	Reduce Books, Videos & Subscriptions Code 460	-800	0
S4	Decrease Local Conference Related Code 3500	-800	0
S5	Reduce Other Supplies & Equipment Code 3849	-620	0
		-13,800	0

Ref No.	Title	Total \$	Revenue
Zoning & Administrative Hearings		-13,800	0
General Fund		-18,039,350	-195,250

Fire

Fire and Rescue Service

Eliminate

S4	Ambulance 719 Flex Unit (Overtime)	-87,000	0
S5	3 Local Fire and Rescue Department (LFRD) Administrative Personnel	-117,563	0
		-204,563	0

Reduce

S1	Ambulance 717 from 24 hours to 10 hours a day for 5 days a week.	-217,500	0
S2	Ambulance 709 from 24 hours to 10 hours a day for 5 days a week.	-217,500	0
S3	Ambulance 711 from 24 hours to 10 hours a day for 5 days a week.	-217,500	0
S6	Recruit Class 34 Move from March 16 to June 22 (Salaries)	-750,000	0
S7	Rescue Squad 729 by 2 personnel and move 1 person to Tower 729.	-300,000	0
S8	Fire and Explosive Investigations (Overtime)	-2,307	0
		-1,704,807	0
Fire and Rescue Service		-1,909,370	0

Mass Transit

DOT-Transit Services

Decrease Cost

S2	Reduce Charges from Parking - Mid-Pike Plaza Park & Ride	-40,000	0
S6	Reduce budget for Automated Vehicle Location/Computer Aid Dispatch contractual support	-50,000	0
S12	Reduce Fare Share	-190,000	0
		-280,000	0

Eliminate

S3	Eliminate North Bethesda Transportation Management District audit	-12,000	0
S4	Eliminate consultant contract from Customer and Operations Support	-10,000	0
		-22,000	0

Reduce

S1	Reduce printing costs by eliminating paper transfers	-25,000	0
S5	Reduce use of temporary agencies	-25,000	0
S7	Freeze several Ride On vacancies	-280,000	0
S8	Reduce marketing activities.	-70,000	0
S9	Reduce Overtime	-158,000	0
S10	Freeze vacant IT positions	-120,000	0
S11	Reduction in bus stop amenities	-100,000	0
S13	Reduce service on Ride On effective April 5, 2009.	-358,000	-29,350
		-1,136,000	-29,350
DOT-Transit Services		-1,438,000	-29,350

Recreation

Recreation

Decrease Cost

S1	Decrease operating expenses in the Office of the Director	-28,400	0
S2	Decrease operating expenses for planned lifecycle replacement assets (PLAR)	-107,890	0
S4	Decrease operating expenses for Team Management for the Affiliated Services Team	-6,000	0
S5	Decrease operating expenses for special events	-27,270	0

FY09 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Recreation			
S6	Decrease expenses for background investigations	-28,160	0
S7	Decrease operating expenses for senior adult mini trips	-15,690	0
S8	Decrease operating expenses for Senior and Therapeutic Recreation programs	-20,970	0
S9	Reduce hours at senior centers (close three days)	-1,420	0
S13	Decrease operating expenses for youth sports programs	-22,000	0
S14	Decrease operating expenses for revenue based sports programs	-17,740	0
S15	Decrease operating expenses for the management of the Camps, Classes, and Sports Team and OE for Summer Camps	-43,800	0
S17	Decrease operating expenses for the summer fun centers program	-9,800	0
S18	Decrease operating expenses for Aquatic programs and facilities	-47,500	0
S20	Decrease operating expenses and seasonal staff for the Regions	-21,830	0
S23	Decrease contract cost for the Einstein Sports Academy	-147,290	0
S24	Decrease expenses for academic support for the Springbrook and Paint Branch Sports Academies	-39,620	0
S25	Decrease operating expenses for Teen Clubs programs	-50,000	0
S26	Reduce personnel costs for MCPD at the Blair Sports Academy and seasonal staff for teen programs	-98,370	0
S28	Decrease operating expenses for the Sports Academies	-20,000	0
		-753,750	0
<u>Eliminate</u>			
S3	Eliminate the Healthy Choices program	-43,100	0
		-43,100	0
	Recreation	-796,850	0

Urban District - Silver Spring

Urban Districts

Decrease Cost

S1	Lapse from vacant positions	-72,270	0
		-72,270	0
	Urban Districts	-72,270	0

Urban District - Wheaton

Urban Districts

Decrease Cost

S1	Lapse for vacant positions since 7/1/08	-41,510	0
		-41,510	0
	Urban Districts	-41,510	0

MCG Tax Supported		-22,297,350	-224,600
Net Savings		-22,072,750	
(Total Exp. Savings & Revenue Changes)			

Ref No.	Title	Total \$	Revenue
Liquor Control			
<i>Liquor Control</i>			
<u>Decrease Cost</u>			
S1	Lapse Program Manager II position for FY09	-71,810	0
S2	Lapse IT Expert position for FY09	-104,430	0
S3	Lapse Inspector and Enforcement Field Supervisor for FY09	-134,660	0
S4	Defer Purchase of Trucks for FY09	-320,000	0
S5	Defer Building Improvements (Retail) for FY09	-338,580	0
		-969,480	0
	Liquor Control	-969,480	0
MCG Non-Tax Supported		-969,480	0
Net Savings		-969,480	
(Total Exp. Savings & Revenue Changes)		-969,480	

Ref No.	Title	Total \$	Revenue
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Motor Pool

*DGS-Fleet Management Services*Decrease Cost

S1	Replace all FY '09 targeted Public Safety Sedans with Chevrolet Impala	-181,380	0
S2	Recall forty (40) underutilized administrative vehicles to replace FY '09 targeted administrative vehicles	-337,500	0
S3	Defer various FY '09 targeted equipment/vehicle replacement	-832,360	0
		-1,351,240	0
	DGS-Fleet Management Services	-1,351,240	0

Printing & Mail

*General Services*Reduce

S1	Reduce purchase of paper	-162,650	0
		-162,650	0
	General Services	-162,650	0

	MCG Internal Service Funds	-1,513,890	0
	Net Savings	-1,513,890	
	(Total Exp. Savings & Revenue Changes)	-1,513,890	

	MCG Total:	-24,780,720	-224,600
	MCG FY09 Net Savings		
	(Total Exp. Savings & Revenue Changes)	-24,556,120	

Ref No.	Title	Total \$	Revenue
MCPS Current Fund			
<i>MCPS</i>			
<u>Decrease Cost</u>			
S1	MCPS reductions to meet the savings plan target	-19,369,570	0
		-19,369,570	0
	MCPS	-19,369,570	0
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	MCPS Tax Supported	-19,369,570	0
	Net Savings	-19,369,570	
	(Total Exp. Savings & Revenue Changes)	-19,369,570	
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	MCPS Total:	-19,369,570	0
	MCPS FY09 Net Savings	-19,369,570	
	(Total Exp. Savings & Revenue Changes)	-19,369,570	

Ref No.	Title	Total \$	Revenue
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MC Current Fund

*Montgomery College*Reduce

S1A	Local county contribution for College by 2% [FY09 base \$105,454,553]	-2,109,091	0
S1B	Local county contribution for College by additional 0.5% [total of 2.5% - with 1A - on FY09 base \$105,454,553]	-527,273	0
		-2,636,364	0
	Montgomery College	-2,636,364	0

	MC Tax Supported	-2,636,364	0
	Net Savings	-2,636,364	
	(Total Exp. Savings & Revenue Changes)	-2,636,364	

	MC Total:	-2,636,364	0
	MC FY09 Net Savings	-2,636,364	
	(Total Exp. Savings & Revenue Changes)	-2,636,364	

Ref No.	Title	Total \$	Revenue
M-NCPPC Administration			
<i>M-NCPPC</i>			
<u>Decrease Cost</u>			
S1	MNCPPC reductions to meet the savings plan target	-826,450	0
		-826,450	0
	M-NCPPC	-826,450	0

M-NCPPC Park (w/out Debt Serv.)

<i>M-NCPPC</i>			
<u>Decrease Cost</u>			
S1	MNCPPC reductions to meet the savings plan target	-1,652,890	0
		-1,652,890	0
	M-NCPPC	-1,652,890	0
M-NCPPC Tax Supported		-2,479,340	0
Net Savings		-2,479,340	
(Total Exp. Savings & Revenue Changes)			
M-NCPPC Total:		-2,479,340	0
M-NCPPC FY09 Net Savings		-2,479,340	
(Total Exp. Savings & Revenue Changes)			

FY09 SAVINGS PLAN

Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
<u>General Fund</u>			
Board of Appeals			
S1	DECREASE COST: REDUCE OPERATING FUNDS	-15,480	0
	Applications are filed, processed and heard at public hearing on a 'walk in' basis, making prediction of the associated operating costs unpredictable. Based upon the FY08 Remaining Balance in Operating Funds, it is anticipated that this reduction of \$15,480 can be accommodated. An unanticipated increase in the number of new cases, or in the complexity of pending cases, could increase operating costs, resulting in an end of year deficit.		
Board of Appeals Total:		-15,480	0
Circuit Court			
S1	DECREASE COST: SAVINGS PLAN REDUCTION - TURNOVER SAVINGS	-268,690	0
	The Circuit Court will achieve its savings plan reduction target by means of salary lapse generated from the high level of employee turnover that the Court has been experiencing. Through cross-training and other measures taken by the Court to alleviate the short-term effects of turnover, there should be no impact on services.		
Circuit Court Total:		-268,690	0
Commission for Women			
S1	DECREASE COST: PROGRAM SPECIALIST I POSITION FROM FULL-TIME TO PART-TIME	-32,940	0
	In FY09, the department lost 0.5 work years. To accommodate this, the full-time Volunteer Coordinator position was eliminated and a half-time position was changed to full-time to absorb at least some of the duties of the abolished position. To meet our savings plan in FY09, the part-time position was extended by only 5 hours, meaning a decrease in 15 hours/week from our appropriation. At this point, we have only clerical staff to supervise and train the volunteers who serve as information and referral specialists for all incoming calls and clients. The incumbent of the affected position is one of only two employees on our staff (both part-time) who speak Spanish fluently. The Counseling and Career Center is receiving an increased number of Spanish speaking clients and for now can provide bilingual services at intake for only the limited hours remaining in that position.		
Commission for Women Total:		-32,940	0
Consumer Protection			
S1	DECREASE COST: PRINCIPAL ADMINISTRATIVE AIDE POSITION	-40,260	0
	By eliminating a full time Principal Administrative Aide the workload for this position will need to be distributed among existing staff.		
S2	DECREASE COST: TRAVEL EXPENSES	-5,000	0
	OCP can reduce the amount of travel expenses by reducing the number of offsite reconciliation and negotiation meetings.		
S3	DECREASE COST: CELLULAR PHONES AND OTHER COMMUNICATION SERVICES/UPGRADES	-2,500	0
	OCP can conserve the amount of cellular phone usage and postpone cellular phone and other communication services upgrades.		
S4	DECREASE COST: PROFESSIONAL SERVICES	-7,000	0
	OCP can conserve the amount of professional service requests by limiting the amount of outside inspections and combining inspection requests.		
S5	DECREASE COST: USE OF COUNTY VEHICLE	-1,300	0
	OCP can conserve the amount motor pool expenses by limited the use of the County vehicle.		
S6	DECREASE COST: COMPUTER EQUIPMENT COSTS	-3,500	0
	OCP can conserve computer equipment expenses by postponing upgrades of office printer/scanners, facsimile machines, and other office equipment.		

Ref No.	Title	\$	Revenue
Consumer Protection			
S7	DECREASE COST: PERIODICALS AND OTHER REFERENCE MATERIALS AND MEMBERSHIPS DUES OCP can conserve costs of membership dues and reference materials by accessing information via internet when available.	-2,000	0
S8	DECREASE COST: DUPLICATING SERVICES AND BULK MAIL OCP can conserve duplicating and bulk mail charges by referring consumers to webpage links in lieu of mailing paper documents and brochures.	-3,000	0
S9	DECREASE COST: OTHER OPERATING EXPENSES OCP can conserve other miscellaneous operating expenses by thoroughly monitoring all requests.	-2,000	0
Consumer Protection Total:		-66,560	0
Correction and Rehabilitation			
S1	REDUCE: LAPSE POSITIONS TO REDUCE PERSONNEL COSTS - DOCR The Department plans to reduce personnel costs by lapsing positions (above budgeted lapse) to meet the assigned targeted savings. By lapsing positions, the Department will experience some service impact. Staff will assume responsibilities of the lapsed positions. Programs and services will be modified, but not eliminated. Caseloads will increase significantly. The lapse will generate some overtime on a mandatory basis. Moreover, there is no evident revenue impact at present. Note: Positions mandated to be filled are not part of the savings plan.	-655,700	0
Correction and Rehabilitation Total:		-655,700	0
County Attorney			
S1	DECREASE COST: SHIFT - PRINCIPAL ADMINISTRATIVE AIDE TO INSURANCE DEFENSE LITIGATION CASE ASSIGNMENTS Transfer a staff member (General Fund, PAA, grade 13) into a vacant, fully-budgeted PAA position which is a charge-back to the Self-Insurance Fund. The staff member will take on workers' compensation administrative support for attorneys and paralegals. These duties include scheduling workers' compensation dockets, creating work files, entering work flow items into the work management system, and corresponding with the Claims Service. The net effect will be a shifting of work out of the General Fund position and into a SIF vacant position. The GF position will be lapsed until the end of FY09 with the intent being to re-shift the transfer back to the GF position at the end of FY09 and a new hire made into the SIF position in FY10.	-36,410	0
S2	DECREASE COST: LAPSE - ASSISTANT COUNTY ATTORNEY III - HUMAN RESOURCES & APPEALS DIVISION Lapse vacant Assistant County Attorney III position until 12/1/08. Position recently became vacant as a result of staff member being selected to work as a judge on the Circuit Court of Maryland in Montgomery County. Work will temporarily shift within the Human Resources & Appeals Division until the position is re-hired after 12/1/08.	-21,750	0
S3	DECREASE COST: LAPSE - ASSISTANT COUNTY ATTORNEY III - PUBLIC INTEREST LITIGATION DIVISION Lapse vacant, part-time, General Fund, Assistant County Attorney III position until 6/30/09. ACA III position has been vacant since the beginning of FY09 because of retirement. Work has been shifted in the Public Interest Litigation Division since the retirement. The position was responsible for representation of the Board of License Commissioners.	-89,800	0
County Attorney Total:		-147,960	0
County Council			
S1	DECREASE COST: OPERATING EXPENSE Cut \$50,000 from Professional Services	-50,000	0

Ref No.	Title	\$	Revenue
County Council			
S2	DECREASE COST: TURNOVER Savings from turnover	-85,000	0
S3	DECREASE COST: LAPSE Reduction from lapse positions	-102,000	0
County Council Total:		-237,000	0
County Executive			
S1	DECREASE COST: ACCOUNTANT/AUDITOR III This Accountant/Auditor III position is currently vacant. Allowing it to lapse for the remainder of the fiscal year will have minimal impact on the ability of the Internal Audit unit to fulfill their mission.	-72,500	0
S2	DECREASE COST: SPECIAL ASSISTANT TO THE COUNTY EXECUTIVE The Special Assistant position serves as a confidential political advisor to the County Executive. Although this critical member of the County Executive's team is provided for in the County Charter, this position has been held vacant to address other budgetary needs. Executive staff will continue to manage the impact of lapsing the position through December 31, 2008.	-102,000	0
County Executive Total:		-174,500	0
Economic Development			
S1	DECREASE COST: COSTS FOR MBD DIRECTOR THROUGH LAPSE SAVINGS The Marketing and Business Development Director will not be filled for the remainder of the fiscal year. The position has been vacant for a year and the department has adjusted its workflows to accommodate the vacancy by reassigning key functions of this position between Finance, Administration, and Special Projects and Business Empowerment.	-177,050	0
S2	DECREASE COST: COSTS FOR INTERN POSITION THROUGH LAPSE SAVINGS The department has a .2 workyear budgeted for an intern, which the department will not hire in FY09. Historically the intern positions have been used to provide work experience to college students who are interested in learning about issues related to economic development, but also provides staff with a level of help that would otherwise be unavailable particularly for data collection and recording.	-5,610	0
Economic Development Total:		-182,660	0
Emergency Management and Homeland Security			
S1	REDUCE: LAPSE OF VACANT POSITIONS IN OFFICE OF EMERGENCY MANAGEMENT Planning and mitigation functions will be delayed until new position is hired. Position is critical for continuation of all hazard mitigation and critical infrastructure risk modeling.	-16,220	0
Emergency Management and Homeland Security Total:		-16,220	0
Environmental Protection			
S1	DECREASE COST: PERSONNEL COSTS The saving comes from lapse generated by continuing to hold a position vacant (the position became vacant on August 1, 2008). While this reduces staff available to participate in facility planning and in regulatory review of WSSC and WASA operating and capital budget projects, the workload is being absorbed by other staff from this section and there will be no service impact. (The workload associated with this position is currently under review as part of a department-wide position analysis to determine whether the position can be abolished in FY10.)	-85,000	0
S2	DECREASE COST: OPERATING EXPENSES Manageable impact on service delivery and operations - the streamlining of operating expenses such as "Other Supplies/Equipment" will be offset through better utilization of technology to implement our outreach/education efforts; scaling down our purchases of outreach supplies/equipment materials; and eliminating outside printing, periodicals, and other supplies.	-23,240	0
Environmental Protection Total:		-108,240	0
Finance			

Ref No.	Title	\$	Revenue
Finance			
S1	DECREASE COST: PERSONNEL COST SAVINGS - KEY POSITION TURNOVER AND DELAYS IN HIRING	-264,840	0
	FY09 Personnel Cost savings are the result of an unusually high number of "crucial position" vacancies due to: difficulty recruiting qualified candidates, the hiring freeze, and the start-up of the ERP and MCTime Projects and subsequent promotion / transfer of key Departmental staff to these Projects thus creating internal vacancies.		
	The personnel cost savings from the Department's current turnover and vacancies is not reoccurring. Once these key positions are filled, the Department's workforce will once again stabilize, and the lapse generated from these positions will no longer exist.		
Finance Total:		-264,840	0
General Services			
S1	DECREASE COST: INCREASE LAPSE	-230,440	0
	DGS will increase lapse across divisions to equal 2% of budget.		
S2	REDUCE: CUSTODIAL & JANITORIAL SERVICES	-250,000	0
	Custodial services will be cut in County facilities. Carpets will not be shampooed, tile floors will not be stripped and waxed and general cleaning will be less frequent. The result will be less clean facilities with an unkempt appearance which residents may find unattractive.		
S3	REDUCE: GROUNDS AND LANDSCAPING SERVICES	-100,000	0
	Reduction in grounds maintenance will result in less frequent grass mowing, bushes and hedges left untrimmed and less frequent policing of grounds to remove scattered trash. Residents will find County facilities less attractive.		
S4	REDUCE: ELECTRICAL SERVICES	-40,000	0
	Electrical fixtures at County facilities will be left broken for longer periods as will burned out light bulbs. Facilities Maintenance will make every effort to see that this reduction does not negatively impact residents' or employees' safety.		
S5	DECREASE COST: DIGITIZE WORK PROCESSES	-87,590	0
	DGS is going digital. We will digitize work processes saving paper, toner, copier use, paper storage, filing space and general administrative costs.		
General Services Total:		-708,030	0
Health and Human Services			
S1	REDUCE: INCREASE LAPSE FOR VACANT POSITIONS	-1,088,240	-163,240
	Increase lapse assumptions based on current and expected vacancies.		
S2	DECREASE COST: DIRECTOR'S OFFICE - TEMPORARY OFFICE CLERICAL COST	-36,690	0
	The savings will be achieved by reducing temporary office clerical costs. There is no service impact.		
S3	DECREASE COST: DIRECTOR'S OFFICE - ACCOUNTABILITY AND OUTCOMES PROGRAM - OPERATING COST	-15,000	0
	The savings will be achieved by reducing non-encumbered professional purchase of service funds. There is no service impact.		
S4	DECREASE COST: DIRECTOR'S OFFICE - AFRICAN AMERICAN HEALTH PROGRAM - OPERATING COST	-22,080	0
	The savings will be achieved by reducing non-encumbered professional purchase of service funds. There is no service impact.		
S5	SHIFT: DIRECTOR'S OFFICE - LATINO HEALTH INITIATIVE PROGRAM - CAREER TRANSITION CENTER CONTRACTS TO STATE GRANT FUNDING	-23,100	0
	The savings will be achieved by shifting expenses for the Career Transition Center contract for Licensure of Foreign Trained health Professionals to available State grant funding. There is no service impact.		
S6	DECREASE COST: DIRECTOR'S OFFICE - ASIAN AMERICAN HEALTH INITIATIVE - OPERATING COST	-10,500	0
	The savings will be achieved by reducing non-encumbered professional purchase of service funds. There is no service impact.		
S7	DECREASE COST: OCOO - HIPAA COMPLIANCE MISCELLANEOUS COST	-20,000	0
	The savings will be achieved by reducing miscellaneous operating expenses based on historical expenditure patterns. There is no service impact.		

Ref No.	Title	\$	Revenue
Health and Human Services			
S8	DECREASE COST: OCOO - IT CONTRACTUAL EXPENSES	-60,000	0
	The savings will be achieved by reducing non-encumbered contractual expenses for IT support. The department will shift increased support activities to merit staff, potentially delaying support to legacy applications, data extractions, etc.		
S9	DECREASE COST: OCOO-TEMPORARY OFFICE CLERICAL COST	-47,000	0
	The savings will be achieved by reducing temporary office clerical in the Budget Unit and Support Services. There is no service impact.		
S10	DECREASE COST: OCOO - SUPPORT SERVICES - STAFF TRAINING COST	-57,450	-17,810
	The savings will be achieved by reducing staff training funds based on historical expenditure patterns. There is no service impact.		
S11	DECREASE COST: COMMUNITY ACTION AGENCY - CASA CONTRACT	-13,980	0
	The savings will be achieved by reducing the CASA contract for rent & utilities for English as a Second Language (ESOL) classes based on historical expenditure patterns. There is no service impact.		
S12	DECREASE COST: CYF - CHIEF'S OFFICE OPERATING COSTS	-4,000	0
	The savings will be achieved by reducing miscellaneous operating expenses. There will be no service impact.		
S13	DECREASE COST: CYF-LINKAGES TO LEARNING (LTL) START-UP FUNDS FOR NEW SITES	-25,000	0
	The savings will be achieved by reducing funds that are not needed for start-up for new sites. These dollars were going to be utilized to implement new data collection and outcomes implementation procedures - including new quality assurance measures. There is no direct service impact.		
S14	DECREASE COST: CYF-LINKAGES TO LEARNING (LTL) CONTRACT DUE TO STAFFING VACANCY SAVINGS	-40,000	0
	The savings will be achieved from staffing vacancy savings in the contract. There is no service impact.		
S15	SHIFT: CYF- LINKAGES TO LEARNING (LTL) CASE MANAGEMENT TO STATE FUNDING	-50,000	0
	The savings will be achieved by shifting LTL case management expenses to DHR Family Investment Program (FIP) funding which is available due to a delay in implementing the subsidized employment program. There is no service impact.		
S16	SHIFT: CYF-POSITIVE YOUTH DEVELOPMENT - CONTRACTUAL EXPENSES TO AVAILABLE FEDERAL GRANT FUNDS	-40,000	0
	The savings will be achieved by shifting expenses for the FY09 Identity, Inc. contract to available Federal Grant funds. There is no service impact.		
S17	REDUCE: CYF-REDUCE COLLABORATION COUNCIL CONTRACT FOR WRAP-AROUND SERVICES	-32,340	0
	The savings will be achieved by reducing the contract with the Collaboration Council for wrap-around services. As a result of this reduction, two to three youth will not be served.		
S18	REDUCE: A&D - SUPPLEMENT TO PROVIDERS OF SERVICES TO THE DEVELOPMENTALLY DISABLED	-175,000	0
	The savings will be achieved by reducing the DD Supplement by \$175,000, the amount of funding approved to annualize the FY08 expansion.		
	For the past several years, the amount of County support to the providers has been equivalent to roughly 10% of their State funding for services provided to Montgomery County clients with developmental disabilities. The providers use this funding (approximately \$8 million in FY09) to augment non-Medicaid expenditures in their programs. In total, this proposed reduction will reduce the County's support to the providers by approximately two-percent (\$175,000). The providers maintain that without this support they are not able to attract and maintain the highest levels and quality of staffing.		
S19	REDUCE: A&D - FUNDING FOR TWO SUPPORTED EMPLOYMENT CONTRACTS	-39,300	0
	The savings will be achieved by reducing funding for supported employment contracts (Melwood and Kennedy Institute Contracts) based on the following reasons: (1) the model used is outdated and (2) alternative service delivery models, such as Customized Employment, are gaining acceptance with Developmental Disabilities Administration as they consider moving toward more evidence-based models.		
S20	SHIFT: A&D - RESPITE CARE PROGRAM - OPERATING EXPENSES TO AVAILABLE FEDERAL GRANT FUNDING	-35,000	0
	This savings will be achieved by shifting the respite care costs to available federal Caregiver funding.		

Ref No.	Title	\$	Revenue
Health and Human Services			
S21	REDUCE: A&D - IN HOME AIDE PROGRAM - CHORE SERVICES TO ALL 48 CLIENTS; SERVICES WILL END FEBURARY 2009	-50,000	0
	The savings will be achieved by reducing Chore Services funding in FY09. This service is helpful to relatively few clients (48 clients annually) in the program's overall population. This reduction will leave \$100,000 available for chore services. Based on current spending patterns, this reduction will end the chore services program for FY09 by the end of February. For the few Social Services to Adults clients having a critical need for Chore services, the Program will cover these costs from within their IHAS Personal Care allocation.		
S22	DECREASE COST: A&D - COUNTY MATCH SUBSIDIES FOR SENIOR ASSISTED GROUP HOME PROGRAM	-50,000	0
	The savings will be achieved by reducing funding from the Group Home Subsidy Program. This reduction will not have an impact. This is primarily a State grant funded program with an allocation of County general funds used as a supplement to the grant funds. The supplement is needed because the cost of group home care in Montgomery County is high. As the State grant award has been reduced over the years the need for general funds has dropped as well.		
S23	DECREASE COST: PH - OPERATING EXPENSES	-4,000	0
	The savings will be achieved by reducing operating expenses related to memberships and dues in the Chief's Office. The FY09 dues were paid in FY08, so there is no service impact.		
S24	DECREASE COST: PH - CONTRACTUAL LAPSE FOR DENTAL HYGIENIST SERVICES	-15,000	0
	The savings will be achieved with contractual lapse for dental hygienist services, due to the late execution of the FY09 contract. There is no service impact.		
S25	REDUCE: PH - YMCA AFTER SCHOOL PROGRAM AND "UNDER 21" SUBSTANCE ABUSE MINI-GRANTS	-14,400	0
	The savings will be achieved by reducing health promotion and prevention contracts for YMCA (Carroll Ave/Quebec Terr Community Center) after school program and Under 21 Substance Abuse mini grants. The reduction to the YMCA contract will result in an increase in the Staff to child ratio from 1:11.6 to 1:13. The program will continue to serve an average of 35 children per day. The reduction to the mini grant contract will reduce the number of grants available for substance abuse prevention activities from approximately 40 to 30.		
S26	DECREASE COST: PH - HEALTH PLANNING & PROMOTION PROGRAM OPERATING EXPENSES (TRANSLATION, INTERPRETATION, AND TEMPORARY SERVICES)	-13,000	0
	The savings will be achieved by reducing miscellaneous operating expenses for temporary and interpretation and translation services. There is no service impact related to the interpretation and translation services due to the availability of the Language Line and a bi-lingual Community Services Aide on staff.		
S27	DECREASE COST: PH - MATERNITY PARTNERSHIP DUE TO DECREASED ENROLLMENT	-38,190	0
	The savings will be achieved from decreased enrollment in the Maternity Partnership Program. The program projects approximately 44 fewer women will be enrolled for FY09. There will be no service impact.		
S28	REDUCE: PH - HIGH SCHOOL WELLNESS CENTER DUE TO CONTRACTOR VACANCY SAVINGS	-15,000	0
	The savings will be achieved by reducing hours from 24 to 18 Hours per week for Nurse Practitioner services at the Northwood High School Wellness Center. The contractor has been unable to recruit a Nurse Practitioner to fulfill the contract requirements.		
S29	DECREASE COST: PH - SCHOOL BASED HEALTH CENTERS MISCELLANEOUS OPERATING EXPENSES	-16,000	0
	The savings will be achieved by reducing miscellaneous operating expenses such as supplies, equipment, printing and business travel cost. There is no service impact.		

Ref No.	Title	\$	Revenue
Health and Human Services			
S30	DECREASE COST: PH - MONTGOMERY CARES	-510,000	0
	The savings will be achieved by reducing operating expenses for facilities, community pharmacy, behavioral health pilot and a homeless services contractual position.		
	The Montgomery Cares facilities funding (\$1.4 million) is split between the department and the Primary Care Coalition. This facilities reduction is within the department's facilities funds and does not have an impact because the department carried over FY08 funds for facility needs for Holy Cross. Holy Cross has since decided to use Primary Care Coalition's facility funds - resulting in unanticipated savings in our department.		
	With the facilities reduction (-\$351,950), HHS will have \$236,930 remaining in facility funds. The department projects to use the remaining funds on the following projects:		
	Renovation of The People's Community Wellness Center in County Space on Briggs Chaney - approximately \$120,000 Request for Proposal for review of Montgomery Cares Management Structure - \$100,000 set aside		
	The Primary Care Coalition also has \$853,937 in facility funds. Proposals are due in late October for use of these funds. There is \$500,000 set aside for the Farsi/Islamic Education Center, but we have not received information on how much they need for FY09, since this may cross fiscal years.		
	The only impact of reducing these funds is if the program receives more requests than they have allocated.		
	The other operating expense reductions have been reduced based on current spending patterns.		
S31	REDUCE: PH - CARE FOR KIDS CONTRACT	-66,000	0
	The savings will be achieved by holding a contractual case manager position vacant. This reduction will result in fewer families being assisted and a delay in enrollment.		
S32	DECREASE COST: BHCS- PSYCHIATRIC CONTRACT IN CHILD AND ADOLESCENT MENTAL HEALTH SERVICES AND SHIFT SERVICES TO COUNTY PSYCHIATRIST.	-90,640	0
	The savings will be achieved by discontinuing the FY09 psychiatric contract in Child and Adolescent Mental Health Services on Dec., 31, 2008 and shifting services to the current county psychiatrist. The current county psychiatrist will provide the psychiatric evaluation, assessment, medication therapy, individual and group therapy to children and adolescents and their families. There will be no service impact.		
S33	SHIFT: BHCS-PERSONNEL COSTS TO AVAILABLE ALCOHOL AND DRUG ABUSE ADMINISTRATION GRANT FUNDS	-27,950	-1,400
	The savings will be achieved by using available ADAA grant funds to cover the personnel costs of a county funded program manager. This person has been covering the duties of the vacant ADAA grant funded supervisory therapist position for months. The program will be able to move the personnel costs from the general fund to the ADAA grant until the position is filled.		
S34	DECREASE COST: BHCS-LAPSE FOR OUTPATIENT ADDICTIONS TREATMENT CONTRACTS	-22,470	0
	The savings will be achieved from contractual lapse due to a delay in starting the outpatient addictions treatment contracts. During FY09, the contracts shifted from a fixed price contract to an open solicitation, thereby creating a delay in the start of the contracts. There will be no service impact as a result of this reduction.		
S35	SHIFT: BHCS-OPERATING EXPENDITURES FROM THE GENERAL FUND TO AVAILABLE ALCOHOL AND DRUG ABUSE ADMINISTRATION GRANT FUNDS	-18,020	0
	The savings will be achieved by shifting operating expenditures charged to the general fund into the ADAA grant. There will be no service impact because the grant savings are a result of the lapse dollars from the delay of the Spanish speaking psychiatric contract.		
S36	DECREASE COST: BHCS - REDUCE LAB SERVICES	-6,000	0
	The savings will be achieved by reducing lab services. The State funds \$7,000 for lab services through the Community Mental Health Grant. The program is assuming that the remaining \$16,000 (\$9,000 from the County and \$7,000 from the State) will be sufficient to cover the current lab services. There will be no service impact if the level of requirements for lab service remains the same.		
S37	DECREASE COST: BHCS - PHARMACY ASSISTANCE SERVICES	-40,000	-12,800
	The savings will be achieved by reducing the Primary Care Coalition contract for Medbank for Pharmacy Assistance Services by \$40,000. The program only needs \$40,000 out of the \$80,000 budget in FY09. There will be no service impact.		

Ref No.	Title	\$	Revenue
Health and Human Services			
S38	DECREASE COST: BHCS - AFFILIATED SANTE CONTRACT (EMERGENCY SERVICES) The savings will be achieved by reducing \$5,000 of the \$15,000 emergency services budget with the Affiliated Sante Group (Mental Health Services-Mental Retardation/Developmental Disabilities). This is a joint effort between Aging and Disabilities Services and Mental Health. The need for contract services is unpredictable from year to year. Sometimes the budget is used to capacity, but other years there has been a surplus. There will be no service impact.	-5,000	0
S39	REDUCE: BHCS- CONSUMER AFFAIRS FUND The savings will be achieved by reducing the Consumer Affairs Fund from \$10,000 to \$2,000. The Consumer Affairs Fund provides consumers with emergency assistance to purchase necessary items. There will be no service impact.	-8,000	0
S40	DECREASE COST: BHCS-THE RESIDENTIAL MENTAL HEALTH FUND The savings will be achieved by reducing unencumbered funding from the Residential Mental Health Fund due to historical underspending. The goal of the Residential Mental Health Fund is to provide a subsidy to the six non-profit agencies that operate mental health residential rehabilitation programs that will allow them to continue operation in Montgomery County. There will be no service impact.	-35,000	0
S41	DECREASE COST: BHCS- JOB ADVERTISING BUDGET The savings will be achieved by eliminating the job advertising budget. There will be no service impact.	-5,900	0
S42	DECREASE COST: SNH-FUNDS FOR OPERATING EXPENSES AND TEMPORARY STAFF IN THE HANDICAPPED RENTAL ASSISTANCE PROGRAM The savings will be achieved by eliminating the remaining funds available for operating expenses and temporary staff. The workload will be absorbed via the County Rental Assistance Program. There are no workyears budgeted for this program. The reduction does not impact funds available for benefits.	-60,000	0
S43	DECREASE COST: SNH-RENTAL ASSISTANCE PROGRAM EXPANSION FROM 150 HOUSEHOLDS PER MONTH TO 75 HOUSEHOLDS PER MONTH The savings will be achieved by reducing an average of 75 Rental Assistance Program subsidies per month for the remainder of FY09. The reduction will be offset by the addition of 150 monthly RAP subsidies using Housing Initiative Fund funds for a net gain of 75.	-250,000	0
Health and Human Services Total:		-3,195,250	-195,250
Housing and Community Affairs			
S1	DECREASE COST: INCREASE LAPSE The increase in Lapse is due to vacant code enforcement positions. Given the fact the workload is increasing due to increased cases and inspections and the available staff hours are decreased due to vacancies, the other variable in the equation (response time) has to increase. In some cases, this may impact customer satisfaction.	-56,200	0
S2	DECREASE COST: DELAY IN HIRING VACANT POSITIONS The increase in additional Lapse will be due to the delay in hiring vacant code enforcement positions. Given the fact the workload is increasing due to increased cases and inspections and the available staff hours are decreased due to vacancies, the other variable in the equation (response time) has to increase. In some cases, this may impact customer satisfaction.	-37,430	0
S3	DECREASE COST: FILLING VACANT CODE ENFORCEMENT INSPECTORS AT A LOWER GRADE (PUBLIC ADMIN. INTERNS) Hiring at the intern level may result in less experienced personnel which will require additional training and oversight by existing staff. The hired applicant may not be able to handle a large case load and close cases at the same rate as an experienced inspector which increases response time. In some cases, this may impact customer satisfaction.	-29,300	0
S4	DECREASE COST: CHARGING EXISTING STAFF TO NEW HUD GRANT (FORECLOSURE ASSISTANCE) A new HUD grant for foreclosure assistance is being awarded to the County and administered by the DHCA. Some additional staff time will be required which will be absorbed by existing staff which will result in shifting work priorities.	-16,120	0
Housing and Community Affairs Total:		-139,050	0
Human Resources			

Ref No.	Title	\$	Revenue
Human Resources			
S1	DECREASE COST: LAPSE, TURNOVER, AND POSITION FUNDING SHIFT SAVINGS There is no service impact. Savings will be realized primarily by filling the positions of employees temporarily detailed to ERP with lower-paid replacements.	-262,970	0
Human Resources Total:		-262,970	0
Human Rights			
S1	DECREASE COST: LAPSE- VACANT DIRECTOR (M1) Director (M1) position for three months. Position was vacant from 07/01/08 through 09/22/08 (6 pay periods). The Director position was filled as of September 22, 2008. No impact to service (temporarily filled with an Acting Director).	-33,350	0
S2	REDUCE: LAPSE - FORMER DIRECTOR OF COMPLIANCE (M3) Former Director of Compliance (M3) retired as of July 1, 2008. The savings to date (last pay period Oct. 24th) is the lapse savings we are using. The position is currently vacant. There is no impact to service. We have an Acting Compliance Director in place.	-28,250	0
Human Rights Total:		-61,600	0
Inspector General			
S1	DECREASE COST: RESCIND CAPITAL OUTLAY PURCHASE No impact on services or the performance of OIG mission.	-4,000	0
S2	REDUCE: REDUCTION OF PERSONNEL COSTS OF VACANT POSITION Reduction of personnel costs of vacant position	-13,520	0
Inspector General Total:		-17,520	0
Intergovernmental Relations			
S1	DECREASE COST: PROFESSIONAL SERVICES - HHS LEGISLATIVE ANALYST SERVICES By decreasing Professional Services (\$22,070), it is hopeful that there will be no service impact of HHS Legislative Analyst services. IGR has \$60,000 in Professional Services budgeted for HHS Legislative Services, but HHS provided these services in FY08 as a chargeback to IGR for less than the budgeted amount. Because the employee and process for these chargeback HHS legislative analyst services were new in FY08, it is hopeful that HHS can provide these services for FY09 for less than the IGR budgeted amount for these services.	-22,070	0
Intergovernmental Relations Total:		-22,070	0
Legislative Oversight			
S1	REDUCE: REDUCE OPERATING EXPENSES. In order to achieve the \$27,400 savings, OLO will reduce it's funding for Outside Professional Services by 91%.	-27,400	0
Legislative Oversight Total:		-27,400	0
Management and Budget			
S1	DECREASE COST: LAPSE VACANT MANGEMENT AND BUDGET SPECIALIST POSITION No significant service impact. Workload of vacant position will be distributed to other analysts to assure maintenance of customer service.	-100,880	0
Management and Budget Total:		-100,880	0
NDA - Compensation and Employee Benefits Adjustment			

Ref No.	Title	\$	Revenue
NDA - Compensation and Employee Benefits Adjustment			
S1	DECREASE COST: NON-REPRESENTED PAY-FOR-PERFORMANCE	-809,420	0
	As was done in FY08, Departments will be required to absorb non-represented pay-for-performance awards and manage compliance with their budgets and savings plan targets accordingly.		
NDA - Compensation and Employee Benefits Adjustment Total:		-809,420	0
NDA - Desktop Modernization			
S1	DECREASE COST: REDUCE DCM COMPUTER ACQUISITION & PERIPHERALS	-178,410	0
	By reducing the DCM Computer Acquisition & Peripherals budget, DTS / DCM will only be able to acquire 18 of the 136 laptops scheduled for replacement during FY09, a reduction of 118 laptops. Replacement of the 118 laptops will be delayed until at least FY10.		
NDA - Desktop Modernization Total:		-178,410	0
NDA - Housing Opportunities Commission			
S1	DECREASE COST: SALARY AND BENEFIT LAPSE	-60,520	0
	HOC is able to recognize a savings of \$60,520 in salary and benefits due to the delay in filling positions that have become vacant during FY'09.		
S2	DECREASE COST: REDUCE MANAGEMENT FEE TO HOC	-60,000	0
	HOC will reduce the management fee charged to the County contract by \$60,000.		
S3	DECREASE COST: DELAY HIRING OF FINANCIAL LITERACY COUNSELOR	-20,000	0
	This position is currently vacant, but a selection has been recommended. However, there will be a cumulative four-month gap in FY'09 before the position is filled. The \$20,000 represents salary and benefits for a grade 20 position for the four-month projected time frame the position was not filled.		
S4	REDUCE: REDUCE FUNDING FOR PROGRAM ACTIVITIES	-10,000	0
	A total of \$10,000 will be taken from the program activity funds. This will significantly reduce the available funding for the summer camps program and will affect approximately 100 youth and reduce our commitment to the Montgomery County Recreation Department by one-third. (Current commitment is for \$30,000 to serve approximately 300 youth).		
S5	REDUCE: REDUCE FUNDING FOR CLIENT TRAVEL	-3,000	0
	Resident Services currently budgets \$5,000 to assist clients without funds to travel to service providers, to travel to and from their homes, or to travel while engaged in apartment searches. Generally, those issued tokens for public transportation are disabled, homeless, or extremely low income persons. With the reduction of clients using the HOC headquarters for service, the budgeted amount can be reduced.		
NDA - Housing Opportunities Commission Total:		-153,520	0
NDA - Leases			
S1	DECREASE COST: REDUCE LEASES	-461,380	0
NDA - Leases Total:		-461,380	0
NDA - Working Families Income Supplement			
S1	DECREASE COST: WFIS MATCHING PAYMENTS	-3,832,300	0
	The State implemented a new verification system which reduced the total number of eligible recipients resulting in lower than budgeted County matching payments.		
NDA - Working Families Income Supplement Total:		-3,832,300	0
Police			
S1	REDUCE: LAPSE CIVILIAN POSITIONS	-1,873,260	0
	Lapsing civilian positions on a Department-wide basis will result in: 1) an increased work load for other staff because of a redistribution of duties and responsibilities, 2) a delay in performing work assignments, 3) an increased work load to third party contractors (security services), 4) a suspension of some work assignments, and 5) increased overtime for certain positions. Highest priority civilian jobs will be filled without lapsing these positions.		

Ref No.	Title	\$	Revenue
Police			
S2	DECREASE COST: REDUCE THE JANUARY 2009 RECRUIT CLASS FROM 20 TO 15 POLICE OFFICER CANDIDATES (POCS)	-171,900	0
	The Recruit Class for January 2009 will be reduced from 20 to 15 police officer candidates (POCs) to reduce costs in FY09. The net result of this reduction will be that 5 fewer officers will graduate from the recruit class in July 2009, thereby increasing the number of vacant police officer positions. The higher number of vacancies will result in salary lapse in FY10, and also increase the possibility for the need of additional overtime.		
S3	REDUCE: REDUCE OPERATING EXPENSES	-352,140	0
	Travel to attend conferences has been frozen Department-wide. Purchase of uniforms and public safety supplies will be scaled back to stay within the allocated budget.		
Police Total:		-2,397,300	0
Public Information			
S1	DECREASE COST: OUTSIDE PROFESSIONAL WRITING SERVICES	-3,290	0
	The public information officers will have to write major speeches without outside help. This is often difficult, given the fast pace of the office and the lack of time for quiet reflection and writing. However, the work will get done.		
S2	DECREASE COST: OUTSIDE PROFESSIONAL ARTWORK AND GRAPHIC DESIGN ASSISTANCE.	-4,000	0
	Very little impact, other than the office will have no backup support when extra graphic design help is needed. In addition, when unique artwork for a publication or web page would result in a more effective product, the office will have to use a more generic alternative.		
S3	DECREASE COST: POSTAGE EXPENSES BY DECREASING THE NUMBER OF MATERIALS MAILED.	-2,000	0
	Printed materials about the County will have to be picked up and postage will be reserved for residents who are unable to come to the office.		
S4	DECREASE COST: COPIES MADE TO SIGNIFICANTLY SAVE PAPER COSTS.	-5,000	0
	Severely limit photocopying and maintain and work with information electronically as much as possible. The impact will be minimal, unless there is an emergency and we have to produce flyers and other handouts for distribution in hard copy format.		
S5	DECREASE COST: SUBSCRIPTIONS AND NEWSPAPER PURCHASES.	-1,030	0
	Minimal impact, since most news organizations have websites and information can be viewed electronically.		
S6	DECREASE COST: VIDEOTAPE AND CD PURCHASES.	-3,570	0
	Minimal impact, since videotapes are used less frequently now that television programs are produced digitally and information is available for review electronically on web sites, including YouTube.		
S7	DECREASE COST: OUTSIDE PHOTOGRAPHY EXPENSES.	-2,360	0
	Office staff will take over photography for more events, which will impact their workload. The quality of the photos may be reduced, since none of the office's staff are professionally trained photographers. However, the office is seeking arrangements with local photographers who are willing to cover critical County events at significantly reduced costs.		
S8	DECREASE COST: TRAINING BOOKS AND PROFESSIONAL SUBSCRIPTIONS.	-3,050	0
	Staff working with new and rapidly changing technology in web development and digital television will have access to fewer reference books and professional subscriptions. There is likely to be a bigger learning curve, but the ultimate impact will be minimal.		
S9	DECREASE COST: GRAPHICS MATERIALS FOR PRESENTATIONS AND BACKDROP PURCHASES	-8,420	0
	There will be fewer visuals and limited visual communications at press and public events. Electronic press coverage may suffer because events will be less visual and interesting.		
Public Information Total:		-32,720	0

Public Libraries

Ref No.	Title	\$	Revenue
Public Libraries			
S1	REDUCE: LIBRARY MATERIALS BUDGET - I	-570,000	0
	Reduce the number of adult and juvenile print titles purchased by about 6%, reduce number of copies purchased where applicable; substantial reduction to print reference sources (electronic resources providing about 80% of the same information). Further reduce electronic databases by 1 - 2 sources; reduce magazine subscriptions. Overall ~9% reduction to FY09 Materials budget.		
S2	REDUCE: LIBRARY MATERIALS BUDGET - II	-217,420	0
	Further reductions in some of the areas identified in S1; especially deeper reduction in general circulation magazine subscriptions, and music on CD titles. Total materials budget is \$6.125 million, so cumulative overall reduction to library materials budget would be approximately 12%.		
S3	DECREASE COST: NON MATERIALS OPERATING EXPENSES REDUCTIONS & EFFICIENCIES	-142,400	0
	Eliminate library card/shopping bag budget. (-5,000) Reduce telecommunications expenses. (-10,000) Reduce training budget. (-15,000) Eliminate out-of-town travel; some travel will occur under a Friends of the Library Grant for Learning. (-5,000) Eliminate Urban Libraries Council membership; retain other vital memberships (e.g., American Library Association (ALA), Maryland Library Association (MLA)). (-5,000) Reduce supply spending; Library Administration will cut 15% (\$1,200), Branches and Collection Management will reduce their allotments by 10%. Library operations for the public depend upon office supplies (esp. toner, rubber bands, pens/pencils, paper, and labels). (-10,400) Reduce charges from the Division of Facilities and Services: Retaining \$10k for facilities problems (lock changes, safe issues, emergency repairs, address critical problems, etc.). (-20,000) Reduce printing of certain brochures and reduce quantity of others. Rely more on documents being posted on-line. (-20,000) Less advertising due to hiring freeze. (-1,000) Reduce travel for training; Reduce ALA/MLA/PLA attendance to essential functions (e.g., committee work, officers). Aside from information gathering, this is a networking and development opportunity, and is formally recognized as one of several training opportunities towards maintaining librarian certification with the State. (-15,000) Reduce Public Services General Equipment fund which addresses system wide equipment issues, like CD/DVD security cases. (-6,000) Reduce funds related to software maintenance; remaining funds need to be available for software maintenance for critical programs. (-10,000) Reduce Library Cards/3-part mailers; Savings for FY09 due to State-provided library cards; in FY10 probably a need. Remaining funds for holds notification paper and shopping bags for customers. (-5,000) Reduce IT equipment replacement/acquisition used to replace aged peripherals and acquire new ones (e.g., more bar code scanners, printers, etc.). This is also where Wi-Fi and network equipment issues, like additional hubs/switches are addressed. (-15,000)		
S5	REDUCE: VACANCY MANAGEMENT PLAN	-50,000	0
	This reduction involves either elimination of a position and a transfer, or deferral of one to three recruitments.		
Public Libraries Total:		-979,820	0
Regional Services Centers			
S1	DECREASE COST: SSRSC - LAPSE FROM ASSISTANT DIRECTOR POSITION	-9,690	0
	Lapse from Silver Spring Assistant Director position which was vacant and is now filled. There is no current impact.		

Ref No.	Title	\$	Revenue
Regional Services Centers			
S2	DECREASE COST: MCRSC - LAPSE FOR THE WHEATON REDEVELOPMENT PRINCIPAL ADMINISTRATIVE AIDE	-9,280	0
	Lapse from Principal Administrative Aide position. The workload of this position was split up and given to the Mid-County Administrative Office PAA and Sr EAA. An exemption was recently granted to fill this position - recruiting efforts are underway.		
S3	REDUCE: UCRSC - LAPSE PROGRAM SPECIALIST AND PRINCIPAL ADMINISTRATIVE AIDE POSITIONS, FROM 7/1/08 TO 11/1/08.	-37,440	0
	Upcounty Regional Center has lapse from the Program Specialist and Principal Administrative Aide positions, both of which have been vacant since July 1, 2008. Impacts of the position vacancies have resulted in reduced services to the community. The PAA position will be filled via a transfer in early November. Recruitment for the Program Specialist position is underway.		
S4	REDUCE: BCRSC - FUNDING FOR EMERGING COMMUNITIES PROGRAM	-10,560	0
	Decrease cost of funding appropriated for Emerging Communities. The impact of reducing the emerging communities funding will preclude the Regional Centers from offering one time grants for such things as signage, banners, landscaping, neighborhood events, etc. Because emerging community funds are not part of an ongoing program, the communities do not count on this as a funding stream. Therefore, we believe this reduction will have a low impact.		
S5	REDUCE: ECRSC - FUNDING FOR EMERGING COMMUNITIES PROGRAM	-10,230	0
	Decrease cost of funding appropriated for Emerging Communities. The impact of reducing the emerging communities funding will preclude the Regional Centers from offering one time grants for such things as signage, banners, landscaping, neighborhood events, etc. Because emerging community funds are not part of an ongoing program, the communities do not count on this as a funding stream. Therefore, we believe this reduction will have a low impact.		
S6	REDUCE: MCRSC - FUNDING FOR EMERGING COMMUNITIES PROGRAM	-5,000	0
	Decrease cost of funding appropriated for Emerging Communities. The impact of reducing the emerging communities funding will preclude the Regional Centers from offering one time grants for such things as signage, banners, landscaping, neighborhood events, etc. Because emerging community funds are not part of an ongoing program, the communities do not count on this as a funding stream. Therefore, we believe this reduction will have a low impact.		
S7	REDUCE: SSRSC - FUNDING FOR EMERGING COMMUNITIES PROGRAM	-8,930	0
	Decrease cost of funding appropriated for Emerging Communities. The impact of reducing the emerging communities funding will preclude the Regional Centers from offering one time grants for such things as signage, banners, landscaping, neighborhood events, etc. Because emerging community funds are not part of an ongoing program, the communities do not count on this as a funding stream. Therefore, we believe this reduction will have a low impact.		
S8	REDUCE: UCRSC - FUNDING FOR EMERGING COMMUNITIES PROGRAM	-8,140	0
	Decrease cost of funding appropriated for Emerging Communities. The impact of reducing the emerging communities funding will preclude the Regional Centers from offering one time grants for such things as signage, banners, landscaping, neighborhood events, etc. Because emerging community funds are not part of an ongoing program, the communities do not count on this as a funding stream. Therefore, we believe this reduction will have a low impact.		
S9	DECREASE COST: SSRSC - MARKETING FUNDS FOR PRINTING OF SILVER SPRING DINING GUIDE AND ARTS & ENTERTAINMENT GUIDE	-4,310	0
	The Silver Spring Regional Center prints and distributes the "Silver Spring Dining Guide" and "Arts and Entertainment Guide" to local businesses, residents and people visiting the Downtown Silver Spring area. These guides have assisted visitors in locating places to dine, shop, and enjoy local entertainment. This decrease will reduce the number of guides to be printed and distributed to businesses.		
S10	DECREASE COST: MCRSC - LAPSE FROM ADMINISTRATIVE SPECIALIST III	-2,650	0
	Will result in an increased workload for Assistant Director of the Regional Center who is currently over capacity. These additional duties will result in productivity decreases and may cause some deadlines to be extended or missed.		
S11	DECREASE COST: UCRSC - LAPSE FROM PRINCIPAL ADMIN AIDE POSITION	-2,410	0
	Lapse from Upcounty Regional Center Program Specialist II and PAA positions which have been vacant since July 1.		
S12	DECREASE COST: ECRSC - LANGUAGE LINE CHARGES	-220	0
	East County Regional Center will attempt to use the Volunteer Center Language Bank Services in order to reduce expenditures for Language Line charges.		

Ref No.	Title	\$	Revenue
Regional Services Centers			
S13	DECREASE COST: ECRSC - CHARGES TO DFS (FACILITIES MAINTENANCE SERVICES) East County Regional Center will prioritize requests for maintenance services to ensure only critical repairs or maintenance are completed.	-1,000	0
S14	DECREASE COST: BCCRSC - TEMPORARY OFFICE CLERICAL The Bethesda-Chevy Chase Regional Center will decrease the hours for temporary office clerical hired during high workload periods. Impact will be to shift more clerical duties onto the Senior Executive Administrative Aide and Public Administration Intern.	-550	0
S15	DECREASE COST: BCCRSC - NON-METRO TRAVEL EXPENSES Bethesda-Chevy Chase Regional Center's Non-Metro Travel will decrease travel costs for Director to attend out-of-state professional seminars.	-500	0
Regional Services Centers Total:		-110,910	0
Sheriff			
S1	DECREASE COST: ELIMINATE JANUARY 2009 DEPUTY SHERIFF RECRUITMENT CLASS Sheriff's Office receives an average of 3 candidates in the Police Rookie Class in addition to the vacancies. Currently there are 5 vacancies in the Sheriff's Office. There are 4 rookies in the current training academy which would fill 4 of the 5 vacancies once they graduate, leaving one vacant position. In January, 2009 the Academy class would have been: one position for the current vacancy and three additional positions that would become vacant within the next 6 months as an overage (like the Police except their number was 25). Several years ago, the Sheriff had a 3 person overage in each of the academy but had to eliminate that in a previous budget savings plan. Currently, Sheriff only has the authority for filling 3 overage positions one class a year. Unfortunately, by not filling vacancies, the county and the Sheriff will use more overtime if positions remained unfilled. In the past 20 years, the Sheriff's Office will have 6 vacancies a year. Potentially by June 2009, the Sheriff's Office would have 4 vacancies if there was no academy class in the second half of 2009. Under this reduction proposal, if the rookie class takes place in January we would hire one candidate which is equal to our vacancy number. If, however, the Training Academy class is cancelled or delayed, this position would not be hired until the class started and we would relook at restoring other positions lapsed as part of the savings plan earlier than indicated within this savings plan.	-109,080	0
S2	DECREASE COST: DELAY PROCUREMENT OF LEASE/PURCHASE X-RAY MACHINES The procurement will be delayed until the end of FY09 in an effort to meet the savings plan. Replacement machines need to be procured due to the fact they are over 10 years old and the main replacement parts of these units are no longer manufactured. Sheriff has one portable model which has been used when stationary units are in need of minor repairs.	-26,000	0
S3	DECREASE COST: LAPSE SR. SUPPLY TECHNICIAN The Sr. Supply Technician was held vacant in the prior budget as part of the savings plan. The Sheriff's Office is in need of staff with contract knowledge and experience to manage Sheriff's contracts and procurements. Since this position was vacant, we had hoped to upgrade this position in FY09 to cover more of the contracting and ordering duties that are now required by this position. This position should be responsible for RFP and IFB preparation. Currently to cover the duties of this position, other staff had had to assist in addition to their primary duties. Currently a Sgt has been reassigned to cover the seized property inventory and uniform control functions. The Administrative Services Coordinator and the Sr. Executive Administrative Aide are working to cover the administrative contract and ordering duties that were performed by this position. By keeping the position vacant again this year, delays in contract related procurements will occur due to limited resources to perform these functions.	-49,770	0
S4	DECREASE COST: OPERATING EXPENSES Purchase of uniforms or equipment may be delayed.	-11,730	0
S5	DECREASE COST: LAPSE P/T PAA IN WARRANTS SECTION Delay hiring of position that was lapsed in FY08. This position will be critical when E*Justice goes live after January 1, 2009.	-8,600	0

Ref No.	Title	\$	Revenue
Sheriff Total:		-205,180	0
State's Attorney			
S1	DECREASE COST: SALARY DIFFERENTIAL ON EMPLOYEES TERMINATING EMPLOYMENT No service impact. Two senior attorneys left the office and were replaced with entry level attorneys.	-96,040	0
S2	DECREASE COST: EMPLOYEE LEAVE WITHOUT PAY No service impact. One legal assistant will be out for three months on family leave. She is taking two months without pay.	-9,600	0
S3	DECREASE COST: FULL TIME ATTORNEY WORKING 30 HOURS PER WEEK No service impact. For personal reasons, an attorney started working 30 hours per week in May 2008. She will be on this schedule for the remaining fiscal year.	-20,320	0
State's Attorney Total:		-125,960	0
Technology Services			
S1	DECREASE COST: DELAY HIRING Delay hiring of 5 vacant positions to a projected hire date of 7/1/09. The Department will manage the workload to be distributed among existing staff. Some current assignments may be delayed or suspended.	-269,750	0
S2	DECREASE COST: DISCONTINUE RICOH COPIERS ANNUAL MAINTENANCE FOR 5 LOCATIONS FOR 7 MONTHS As a result of re-evaluation of departmental copying/printing needs, DTS uses Multiple Functional Printer (MFP) to service the business needs. Beginning November 1, 2008, DTS discontinued services of 5 Ricoh copiers through Procurement Office, which results in savings of 9-month maintenance costs, or \$7,100 in FY09.	-7,100	0
S3	DECREASE COST: TERMINATION OF IJIS OFFICE LEASE The lease of IJIS Office, located at 51 Monroe Street, was terminated on August 31, 2008. Elimination of funds will not cause service impact.	-72,600	0
S4	DECREASE COST: SHIFT SOFTWARE MAINTENANCE COST TO MUNICIPALITIES Software maintenance costs for licenses of public safety mobile software installed in Municipal vehicles shifted to Municipalities (Rockville, Gaithersburg, Takoma Park).	-22,000	0
S5	DECREASE COST: REDUCE INTRUSION DETECTION SYSTEM (IDS) SOFTWARE MAINTENANCE By moving from a COTS product to a free open source software solution, the Security Team can eliminate yearly software maintenance and support costs. The open source software has similar functionality to the COTS product and can be installed using existing staff resources.	-22,000	0
S6	DECREASE COST: ENHANCED SERVICE LEVEL AGREEMENT - FY09 NON-PAYMENT SAVINGS Software vendor Bio-Key did not meet contractual service levels for enhanced level payment for the contract year ending during FY09. Therefore, the enhanced level payment is not due. However, funds will be needed to make the enhanced level payment in FY10.	-70,000	0
S7	DECREASE COST: DELAY WEBSense SERVER HARDWARE UPGRADE The enterprise Websense servers, which are responsible for filtering unwanted Internet web site access and reporting on employee usage, are currently running at capacity. Additionally, these servers are older than the industry-standard retirement date of 4 years. This lapse will delay planned upgrade of these servers until the beginning of FY10. Existing FY10 funding for hardware replacement will instead be used.	-8,000	0
S8	DECREASE COST: REDUCE HRMS / INTEGRAL SOFTWARE MAINTENANCE By reducing the annual HRMS / Integral Software Maintenance budget, DTS will not be able to utilize the Contractor's professional consulting services practice to provide specialized technical training and project assistance to further develop DTS's expertise with the software package.	-17,000	0

Ref No.	Title	\$	Revenue
Technology Services			
S9	SHIFT: TRANSFER CIO'S PERSONNEL COSTS BY 1/4 WORK YEAR TO CABLE FUND	-56,470	0
	The Cable Administrator's position (M2) was vacant since November 2007. DTS conducted recruitment search for this high-level position and is now close to final selection of a successful candidate. In FY09, the Chief Information Officer (CIO) provides guidance and supervision to two acting Cable supervisors. Cable Fund has sufficient projected fund balance to absorb the costs. Therefore, shift of cost will not create negative fiscal impact to Cable Fund.		
S10	DECREASE COST: REDUCE LEVEL OF CONTRACTUAL SUPPORT	-293,000	0
	Reduction in contractor staffing increases risk of critical business systems failures or extended outages due to staff resource constraints delaying or preventing required system monitoring and maintenance. It also increases risk of project delays due to staff resource constraints which must be focused on system operations and issue responses. DTS will continue to apply best practices to system operations and believes it can manage the increased risk.		
Technology Services Total:		-837,920	0
Transportation			
S1	DECREASE COST: FREEZE HIRING OF VARIOUS POSITIONS UNTIL 1/1/09	-392,990	0
	Minor or none. Hiring of various positions will be delayed as necessary until these savings (above budgeted lapse) are assured.		
S2	DECREASE COST: CORRECT POSITION FUNDING	-49,300	0
	None. In finalizing the FY09 Original Budget, the Budget Specialist position in the Division of Parking Management was incorrectly assigned 50% to the General Fund and 50% to the PLDs. The correct funding, given the workload of the position, is 10% GF, 90% PLDs.		
S3	DECREASE COST: DELAY IN IMPLEMENTING THE BASIC ORDERING AGREEMENT (FACILITY PLANNING - CIP CR)	-23,920	0
	None. Facility Planning Project # 509337 is partially funded by current revenues in the amount of \$1,905,000 in FY09. The Basic Ordering Agreement was delayed for two months and \$23,920 can be applied to FY09 Savings.		
S4	ELIMINATE: UNIQUE CROSSWALK TREATMENTS	-60,000	0
	No aesthetic crosswalk treatments will be installed in FY09. These are aesthetic enhancements, there will be no impact on safety.		
S5	REDUCE: TRAIL MAINTENANCE	-183,700	0
	Most trail maintenance will be deferred until FY10. DOT will address emergencies only with the \$50,000 left in the program.		
S6	REDUCE: MOWING	-25,000	0
	Spring mowing will be kept to a minimum to absorb this reduction. Mowing will be economized and will utilize as many in-house personnel as possible, reducing our reliance on contract support.		
S7	REDUCE: CURB AND GUTTER MAINTENANCE	-250,000	0
	This represents approximately 60% of the entire program. If necessary, some curb and sidewalk maintenance will be deferred until FY10. However, with the remaining balance in the budget DOT will sufficiently address emergencies and non-routine requests.		
S8	REDUCE: ROADSIDE MAINTENANCE	-100,000	0
	The Department is making every effort to streamline its operations, capitalizing any available efficiency wherever possible. Crew composition and resource deployment are among items being streamlined. Any reduction to roadside maintenance will ultimately reduce service delivery.		
S9	REDUCE: RAISED PAVEMENT MARKERS	-50,000	0
	This is a fifty percent reduction to the program that provides the raised, reflective markers on the centerline and sides of roadways. These markers provide significant increased safety at night and during poor weather.		
S10	REDUCE: DELAY LOOP DETECTOR REPLACEMENT	-60,240	0
	Repair of malfunctioning sensors at traffic signals will be deferred until funds are available, reducing efficiency of traffic flow at intersections and along major corridors.		
Transportation Total:		-1,195,150	0

Zoning & Administrative Hearings

Ref No.	Title	\$	Revenue
Zoning & Administrative Hearings			
S1	DECREASE COST: REMOVE BLUE CROSS CODE 1633	-7,580	0
S2	DECREASE COST: REDUCE NON-METRO TRAVEL CODE 3401	-4,000	0
S3	DECREASE COST: REDUCE BOOKS, VIDEOS & SUBSCRIPTIONS CODE 460	-800	0
S4	DECREASE COST: DECREASE LOCAL CONFERENCE RELATED CODE 3500	-800	0
S5	DECREASE COST: REDUCE OTHER SUPPLIES & EQUIPMENT CODE 3849	-620	0
Zoning & Administrative Hearings Total:		-13,800	0
General Fund Total:		-18,039,350	-195,250

Fire**Fire and Rescue Service**

S1	REDUCE: AMBULANCE 717 FROM 24 HOURS TO 10 HOURS A DAY FOR 5 DAYS A WEEK. Reduce shift personnel assigned to Fire Station 717 that normally would staff Ambulance 717. This reduction would likely, depending on volunteer stand-by/staffing availability, increase EMS response times and transport in Laytonsville. AFFECTED STATION: FS 717 REGION: Laytonsville	-217,500	0
S2	REDUCE: AMBULANCE 709 FROM 24 HOURS TO 10 HOURS A DAY FOR 5 DAYS A WEEK. This removes 24 hr/7 day a week staffing and replaces with 10 hr./5 days a week. AFFECTED STATION: FS 709 REGION: Hyattstown	-217,500	0
S3	REDUCE: AMBULANCE 711 FROM 24 HOURS TO 10 HOURS A DAY FOR 5 DAYS A WEEK. This removes 24 hr/7 day a week staffing and replaces with 10 hr/5 days a week. AFFECTED STATION: FS 711 REGION: Glen Echo	-217,500	0
S4	ELIMINATE: AMBULANCE 719 FLEX UNIT (OVERTIME) Remove the Silver Spring EMS Flex unit from service. This will save overtime expenses. This reduction would likely, depending on volunteer stand-by and/or staffing availability, increase EMS response times and transport in Silver Spring. AFFECTED STATION: FS 719 REGION: Silver Spring	-87,000	0

Ref No.	Title	\$	Revenue
Fire and Rescue Service			
S5	ELIMINATE: 3 LOCAL FIRE AND RESCUE DEPARTMENT (LFRD) ADMINISTRATIVE PERSONNEL	-117,563	0
	Eighteen of the nineteen Local Fire and Rescue Departments (LFRDs) have administrative personnel assigned to them and their salaries are paid with County tax funds. Three of the LFRDs have two support personnel. This reduction will decrease the three LFRDs (Rockville, Kensington and Gaithersburg) to one person and will provide a uniformed level of support across all the LFRDs. This will result in the removal of three Office Service Coordinators.		
	AFFECTED REGIONS AND STATIONS: Rockville (703, 723, 731, & 733), Kensington (705, 718, 721, & 725), and Gaithersburg (8 & 28)		
S6	REDUCE: RECRUIT CLASS 34 MOVE FROM MARCH 16 TO JUNE 22 (SALARIES)	-750,000	0
	This moves Recruit Class 34 from a start date of March 16 to June 22nd.		
	AFFECTED REGIONS AND STATIONS: Not directed at a particular region or station; can affect many regions and stations		
S7	REDUCE: RESCUE SQUAD 729 BY 2 PERSONNEL AND MOVE 1 PERSON TO TOWER 729.	-300,000	0
	Remove shift staffing to de-staff Rescue Station 729 and increase the staffing on Tower 729 by one. Career staffing would be removed from the rescue squad assigned to Germantown Fire Station 729. One of the personnel will be added to Rescue Truck 729 for a total of four per shift. This reduction would likely, depending on volunteer stand-by and staffing availability, increase the time it will take to assemble a full complement of apparatus to arrive on the scene of serious collisions and building fires.		
	AFFECTED STATION: FS 729 REGION: Germantown		
S8	REDUCE: FIRE AND EXPLOSIVE INVESTIGATIONS (OVERTIME)	-2,307	0
	This will reduce overtime in the section by having personnel placed on standby instead of overtime. Personnel will be available on an on-call basis for large incidents.		
	AFFECTED REGION and STATIONS: Will affect stations County-wide		
Fire Total:		-1,909,370	0

Mass Transit**DOT-Transit Services**

S1	REDUCE: REDUCE PRINTING COSTS BY ELIMINATING PAPER TRANSFERS	-25,000	0
	As part of the Washington region's plan for seamless transit fares, the Washington Metropolitan Transit Authority (WMATA) is planning to eliminate paper transfers, effective January 4, 2009. WMATA is eliminating the paper transfer for several reasons including fraud associated with this fare media. WMATA and the regional transit partners also want to encourage riders to use SmarTrip, the electronic fare collection system, which will continue to provide free transfers between buses. Ride On agrees with WMATA's desire to eliminate the paper transfer effective January 4, 2009. Ride On has already printed paper transfers through the end of February but will save budgeted funds by not printing them for the remainder of the fiscal year.		
S2	DECREASE COST: REDUCE CHARGES FROM PARKING - MID-PIKE PLAZA PARK & RIDE	-40,000	0
	Maintenance costs for the Mid-Pike Plaza Park & Ride lot are expected to be less than budgeted due to the significant reduction in the number of spaces because of construction of the Montrose Road interchange.		
S3	ELIMINATE: ELIMINATE NORTH BETHESDA TRANSPORTATION MANAGEMENT DISTRICT AUDIT	-12,000	0
	The FY 09 budget has funds for an audit of the North Bethesda TMD. This audit will not be performed in FY 09.		

Ref No.	Title	\$	Revenue
DOT-Transit Services			
S4	ELIMINATE: ELIMINATE CONSULTANT CONTRACT FROM CUSTOMER AND OPERATIONS SUPPORT	-10,000	0
	We have a small amount of budgeted funds for consultant contracts as needed. In the past we have used these funds for such things as optimizing bus parking at a Ride On depot. These funds have not been used in the current year and are not expected to be needed for the remainder of the year.		
S5	REDUCE: REDUCE USE OF TEMPORARY AGENCIES	-25,000	0
	The Division uses temporary assistance in various programs, primarily to temporarily fill vacancies until filled. To save money the division will not use temporaries unless absolutely necessary.		
S6	DECREASE COST: REDUCE BUDGET FOR AUTOMATED VEHICLE LOCATION/COMPUTER AID DISPATCH CONTRACTUAL SUPPORT	-50,000	0
	The Central Dispatch Unit currently has funds budgeted to provide support, as needed, for their Automated Vehicle Location (AVL)/ Computer Aid Dispatch (CAD) system. With the new system being installed this year it is believed that only a portion of the \$80,000 budgeted will be needed in FY 09.		
S7	REDUCE: FREEZE SEVERAL RIDE ON VACANCIES	-280,000	0
	There are currently 4 important positions that have been vacant in Ride On since July 1. The 4 positions include two Transit Services Supervisor positions at the Gaithersburg and Silver Spring depots, and a Compliance Manager and Safety & Training Manager in our Safety & Training unit. These positions will be filled (it is anticipated that these positions will be filled from within Ride On) but the vacancies that will be created as a result of these promotions will remain vacant for the remainder of the fiscal year.		
S8	REDUCE: REDUCE MARKETING ACTIVITIES.	-70,000	0
	Marketing and customer information activities are budgeted in Customer & Operations Support and Commuter Services. These funds allow for the marketing of Ride On and transit in general as well as provide customer information for our Ride On passengers. This will reduce the marketing effort while continuing full support of providing information to our customers. At a time where transit use is at an all-time high, but gas prices are falling, the customer information aspect is critical to help keep those who have started using transit. The reduction in marketing funds will likely have an impact in our ability to attract those potential new riders.		
S9	REDUCE: REDUCE OVERTIME	-158,000	0
	This will reduce overtime in the division except for Bus Operators providing direct bus service and emergencies. This reduction will result in reduced staffing during certain times with slower response time to such things as passenger complaint investigations.		
S10	REDUCE: FREEZE VACANT IT POSITIONS	-120,000	0
	The Division currently has two vacant IT positions. These positions will not be filled in the current fiscal year. These positions would provide support for some of our most important programs such as the new Ride On scheduling software and the bus stop database. Without the positions the scheduling software, which is being installed this fiscal year, may be delayed as limited support will be available. Other programs may be delayed as issues arise.		
S11	REDUCE: REDUCTION IN BUS STOP AMENITIES	-100,000	0
	Funds are budgeted to provide new benches, trash cans, etc. at bus stops. In addition these funds are used to replace damage as well. This reduction will mean only damaged benches and trash cans will be replaced. No new amenities will be added to bus stops during the fiscal year.		
S12	DECREASE COST: REDUCE FARE SHARE	-190,000	0
	Under Federal law, employers are able to offer employees up to \$115 per month in transit benefits as an incentive to use transit and reduce congestion, improve air quality and lower dependence on foreign oil. Transit benefits programs have been shown in national research studies to have a significant influence on commuting mode choices by employees. Commuter Services persuades employers to start providing transit incentives to their employees by offering to partner with them through the County's Fare Share/Super Fare Share programs. These funds are used as seed money incentives to obtain employer interest and participation in providing these benefits. Experience has shown that after eligibility under these programs ends, most employers continue offering these benefits on their own. Thus while the County's participation is time-limited, the program influences mode choice over the long term. The FY 09 budget includes \$319,850 in the Fare Share program. This reduction of \$190,000 will leave \$129,850 in the program, which, based on prior year expenditures, is sufficient to adequately fund the current participants in the program (FY 08 expenditures were \$26k and FY 07 were \$91k) and allow for some growth. Additional employers may have to be placed on a waiting list if funds are not available.		

Ref No.	Title	\$	Revenue
DOT-Transit Services			
S13	REDUCE: REDUCE SERVICE ON RIDE ON EFFECTIVE APRIL 5, 2009.	-358,000	-29,350
	<p>In the Spring of 2008, after holding a public forum, receiving significant input from riders and adjusting the original proposed reductions, Ride On reduced service that impacted 10 different routes. Those service reductions amounted to 15,467 annual hours of service.</p> <p>The current proposed reductions total about 20,000 hours of service and together with the Spring 2008 cuts reduce Ride On service hours by 3.5%. This in spite of unprecedented growth in transit ridership - nearly 30 million boardings in FY 08 compared to 23 million in FY 04 (28% increase). Through the first quarter of this fiscal year ridership is up 8% above the same time period last year. If that trend continues ridership would approach 32 million. This growth has already put a significant strain on the system as passengers are currently passed up at bus stops due to full buses.</p> <p>The current proposed service cuts will impact both peak, midday and weekend service, and impact most areas of the county. The projection is a loss of about 200,000 annual boardings as a result of these cuts. However, with a second reduction in service within 12 months and falling gas prices, it is quite possible that the loss of ridership could be greater as people who have migrated to transit see transit options being reduced and decide to go back to driving.</p> <p>At a time when ridership is growing and the need for transit is greater than ever, a further reduction in Ride On service will have a significant negative impact on the county.</p>		
Mass Transit Total:		-1,438,000	-29,350

Recreation**Recreation**

S1	DECREASE COST: DECREASE OPERATING EXPENSES IN THE OFFICE OF THE DIRECTOR	-28,400	0
	The operating expense reductions will be taken from printing, other motor pool charges, local conference, and other professional services.		
S2	DECREASE COST: DECREASE OPERATING EXPENSES FOR PLANNED LIFECYCLE REPLACEMENT ASSETS (PLAR)	-107,890	0
	Some priority repair, replacement, renovation items will need to be deferred to future years.		
S3	ELIMINATE: ELIMINATE THE HEALTHY CHOICES PROGRAM	-43,100	0
	<p>With the elimination of this program the following will not longer be provided.</p> <ul style="list-style-type: none"> o Research curricula and programs that will enhance the health and well-being of county residents and recreation participants o Serve as a resource for department and teams for information and programs that enhance their offerings o Assist Community Centers in health and wellness activities and programs (i.e. weight room trainings @ senior centers, BSA Ladies Night Out, Game On!, Club Fridays) o Participate in county wide initiatives and coalitions to be better informed and inform other departments of current and future programs within recreation but to also facilitate and support joint projects (i.e. Health Freedom Walks, Obesity Prevention Strategy Coalition) o Plan, coordinate, represent and promote the Department at health fairs o develop health and wellness literature <p>There will be no revenue impact.</p>		
S4	DECREASE COST: DECREASE OPERATING EXPENSES FOR TEAM MANAGEMENT FOR THE AFFILIATED SERVICES TEAM	-6,000	0
	At this point in the FY it will mean tightening the day to day office expenditures and not participating in the Black Rock Center for the Arts Gala.		
S5	DECREASE COST: DECREASE OPERATING EXPENSES FOR SPECIAL EVENTS	-27,270	0
	<p>Events effected:</p> <ol style="list-style-type: none"> 1. Youth Art Show, KidFest, St. Patrick's Day Fun fit Walks, World of Montgomery Festival – eliminated. 2. Germantown Glory & Mid County Sparkles, Burtonsville Day, three National Night Outs, Oktoberfest, St. Patrick's Day Parade, Half Marathon in the Parks, Pikes Peek K – Can provide existing equipment (pre and post event). No staff during the event, overtime eliminated for career staff. 4. Most Community Days and special requests (PIO, Exec's) can still be supported with existing equipment and seasonal staff. <p>•impact of reduction or elimination: Eventually all 3rd party event support will be eliminated as funding to replace and repair equipment will not be available</p>		

Ref No.	Title	\$	Revenue
Recreation			
S6	DECREASE COST: DECREASE EXPENSES FOR BACKGROUND INVESTIGATIONS	-28,160	0
	Background investigation costs for FY '08 totaled \$42,535 with an additional \$3,580 still encumbered. The FY '09 budget for background investigations totals \$128,880. With the 2.5 % taken from Background investigations there will still be \$100,719 left. The average cost is \$42 a person. We can double the number of people investigated and still be under budget.		
	Impact of reduction: Fewer funds for future background investigations.		
S7	DECREASE COST: DECREASE OPERATING EXPENSES FOR SENIOR ADULT MINI TRIPS	-15,690	0
	Minimal to none since the Mini-Trips Program has not utilized all it's budgeted funds in the two years its been in the Department budget.		
S8	DECREASE COST: DECREASE OPERATING EXPENSES FOR SENIOR AND THERAPEUTIC RECREATION PROGRAMS	-20,970	0
	Since the closure of the Owens Park site in 2007 several small special events have been offered in hopes of reaching a new audience.		
	Impact: Minimal since funding from the Owens Park program has been reserved in order to provide the special events.		
	Includes S8 OE Senior Neighborhood, S10 OE for SOAR Senior program, S11 OE and Seasonal staff for Therapeutic Recreation programs and S12 OE and seasonal staff for Seniors/TR management		
S9	DECREASE COST: REDUCE HOURS AT SENIOR CENTERS (CLOSE THREE DAYS)	-1,420	0
	Close Damascus, Holiday Park, & Schweinhaut Senior Centers for 3 days. Long Branch's schedule will obviously coincide with whatever dates have been determined for the Community Center, but their savings would be included in this reduction. Closures include Good Friday, Easter Monday, and the Friday prior to Memorial Day.		
	Impact of Reduction or Elimination:		
	•Closing the centers will result in a reduction in part-time seasonal temporary staff costs.		
	•Impact: Loss of service to approximately 500 seniors each day.		
S13	DECREASE COST: DECREASE OPERATING EXPENSES FOR YOUTH SPORTS PROGRAMS	-22,000	0
	The youth sports team will reduce and/or eliminate a variety of program elements for the winter and spring seasons. This will include the following: National Youths Sports Coaches Association training and certification programs, reduce the amount of new sports equipment and supplies it purchases for upcoming winter basketball program, eliminate youth softball in spring season, eliminate use of park sites for T ball, instructional soccer. Eliminate the purchase of staff apparel for winter basketball program. Although there may be a quality impact; since programs are not being entirely eliminated the impact will be minimal.		
S14	DECREASE COST: DECREASE OPERATING EXPENSES FOR REVENUE BASED SPORTS PROGRAMS	-17,740	0
	Teams will not receive reversible jerseys, number of shirts will be limited, staff apparel reduced, use of shirts as awards will be reduced		
S15	DECREASE COST: DECREASE OPERATING EXPENSES FOR THE MANAGEMENT OF THE CAMPS, CLASSES, AND SPORTS TEAM AND OE FOR SUMMER CAMPS	-43,800	0
	The marketing and communication opportunities will be greatly reduced. Flyers and general information distribution will be limited.		
	Reduction in amount and distance of field trips, camp marketing reductions, use of park sites will be reduced. Sports supplies will be reduced.		

Ref No.	Title	\$	Revenue
Recreation			
S17	DECREASE COST: DECREASE OPERATING EXPENSES FOR THE SUMMER FUN CENTERS PROGRAM	-9,800	0
	To include the reduction in snacks that are provided, reduction in arts and crafts supplies, and elimination of purchases of some new sports supplies and equipment.		
	The quality and variety of program elements will be reduced.		
S18	DECREASE COST: DECREASE OPERATING EXPENSES FOR AQUATIC PROGRAMS AND FACILITIES	-47,500	0
	Provide fewer services to swim team participants. Swim team participants will participate in fewer local meets, some practice schedules may be altered and reduced. The number of shirts issued to staff will be reduced. By no longer using a private printing service some signage and flyers may be limited.		
	Reduce expenses for spray ground.		
	-May not be able to repair/replace equipment when needed.		
	Reduce expenses for special repairs to pools and equipment.		
	-Less special repairs will be done. Special equipment for hydro spas and saunas may be delayed.		
	Reduce contract cleaning expenses.		
	-Less special cleaning will be done. Post swim meet special cleaning will be limited or eliminated.		
	Reduce chargeback expenses with DFS.		
	-Some repairs may be delayed, replacement held until next fiscal year; special projects may have to be canceled.		
S20	DECREASE COST: DECREASE OPERATING EXPENSES AND SEASONAL STAFF FOR THE REGIONS	-21,830	0
	1. Reduced marketing - potential lost customers		
	2. Higher mileage on county car		
	3. Inability to replace or repair broken office equipment		
	4. Reduced Professional improvement		
	5. Reduced support for Team, Board or County wide activities i.e. generator for an event		
	6. Limited uniforms for staff at centers		
S23	DECREASE COST: DECREASE CONTRACT COST FOR THE EINSTEIN SPORTS ACADEMY	-147,290	0
	The contract that provides for the Sports Academy is the largest of all six schools. Based on the school population, this reduction brings the budget in line with schools of a similar size (i.e. Wheaton HS).		
	Impact of reduction or elimination: YMCA will have to prioritize the services provided to the school through this program. This is similar to the process all other Sports Academies have been going through in response to changing budget times.		
S24	DECREASE COST: DECREASE EXPENSES FOR ACADEMIC SUPPORT FOR THE SPRINGBROOK AND PAINT BRANCH SPORTS ACADEMIES	-39,620	0
	The Academic Support at Springbrook and Paint Branch Sports Academies is provided through the George B. Thomas Learning Academy. For \$79,240, they provide a structured curriculum to students at each school. At other academies, the academic support is more homework help and HSA test prep rather than classroom instruction. This reduction would eliminate the contract after January 1 and reduce the service (and cost) for academic assistance in the future.		
	Impact of reduction or elimination: This is a reduction in service to the student in the schools. Rather than having fixed curriculum, they will receive homework assistance. However, MCPS has introduced High School Plus since the inception of this program. High School Plus reaches out to many of the same students and offers credit recovery through a classroom based curriculum for specific subjects. Between High School Plus and homework help coordinated by Recreation, many of the students will have their needs met.		

Ref No.	Title	\$	Revenue
Recreation			
S25	DECREASE COST: DECREASE OPERATING EXPENSES FOR TEEN CLUBS PROGRAMS	-50,000	0
	Teen Clubs offer an opportunity for youth to gain experiences they may not have access to. Activities are often held on nights and weekends. Much of the cost is covered by fees paid by the participants. This reduction will require that some activities will need to move to less expensive or closer options. For example, a trip to Hershey Park requires the use of coach buses because it is out of MCPS school bus range. Teens could still go to an amusement park, but could ride a school bus to Six Flags for a much reduced cost.		
	Impact of reduction or elimination: This reduction will limit options for the teens but will not eliminate the opportunities altogether.		
S26	DECREASE COST: REDUCE PERSONNEL COSTS FOR MCPD AT THE BLAIR SPORTS ACADEMY AND SEASONAL STAFF FOR TEEN PROGRAMS	-98,370	0
	Because of its size and population, the Sports Academy at Blair was budgeted for two Police Officers to provide coverage and security for the programs. Every other Sports Academy is only budgeted for one officer. With a more mature program and staff, we believe that one officer will be sufficient to meet the needs of Blair. This will still keep daily contact between MCPD and students as well as MCPD and Recreation staff.		
	For Teen programs and events, we strive for a staff to student ratio of 1:10. This allows for proper oversight and coverage of the participants. After reviewing our practices, we believe that we can provide coverage of specific areas, tasks, or duties with fewer staff.		
	Impact of reduction or elimination: This will reduce the interaction between students and officers as there will be only one officer to cover all the students.		
	Reducing the staff to student ratio will mean that there will be more coverage of tasks and duties and less time to build relationships with the students in the programs. One reason why our programs are so successful in reaching the most disconnected youth is that staff become trusted adults in their lives. This means that staff will be spread 50% thinner to create or foster mentoring relationships. Also, there will not be the ability to have staff act as floaters to address issues that arise in general implementation of programs or activities. Such items will need to be prioritized as to which ones pose any safety risk versus providing a reduced level of service in a program component.		
S28	DECREASE COST: DECREASE OPERATING EXPENSES FOR THE SPORTS ACADEMIES	-20,000	0
	Each Sports Academy is budgeted for supplies, equipment food, and awards/incentives. This reduction will require each academy to save \$4,000 in those items. That may be reached by limiting the snacks, reducing the frequency of pizza celebrations, moving from bottled water to tap water with cups, waiting to replace items that are broken or stolen, or reducing the type and amount of awards and incentives.		
	Impact of reduction or elimination: These types of things are what the students look for when attending a Sports Academy. However, most Academies have earned a reputation in each of the schools and should still be able to draw the students to participate.		
Recreation Total:		-796,850	0
Urban District - Silver Spring			
Urban Districts			
S1	DECREASE COST: LAPSE FROM VACANT POSITIONS	-72,270	0
	Silver Spring Urban District has Lapse from several vacant positions that will be used towards the savings plan.		
Urban District - Silver Spring Total:		-72,270	0
Urban District - Wheaton			
Urban Districts			
S1	DECREASE COST: LAPSE FOR VACANT POSITIONS SINCE 7/1/08	-41,510	0
	Wheaton Urban District has several positions that have been vacant since 7/1/08.		
Urban District - Wheaton Total:		-41,510	0

Ref No.	Title	\$	Revenue
		MCG Tax Supported Total:	-22,297,350
		Net Savings:	-224,600
		(Total Exp. Savings & Revenue Changes)	-22,072,750

Liquor Control**Liquor Control**

S1	DECREASE COST: LAPSE PROGRAM MANAGER II POSITION FOR FY09	-71,810	0
	Position is within the Administration Division and some work has been assigned to others in the department and some has been suspended.		
S2	DECREASE COST: LAPSE IT EXPERT POSITION FOR FY09	-104,430	0
	Position is within the Administration Division and some work has been assigned to others in the department and some has been suspended.		
S3	DECREASE COST: LAPSE INSPECTOR AND ENFORCEMENT FIELD SUPERVISOR FOR FY09	-134,660	0
	Position is within the Division of Licensure, Regulation and Education and some work has been assigned to others in the department and some has been suspended.		
S4	DECREASE COST: DEFER PURCHASE OF TRUCKS FOR FY09	-320,000	0
	Replacement schedule has slipped and the department may experience more repairs using obsolete vehicles, but the amount is unable to quantify.		
S5	DECREASE COST: DEFER BUILDING IMPROVEMENTS (RETAIL) FOR FY09	-338,580	0
	Retail store improvement schedule has slipped and stores may not present the image the department prefers to put forward.		
Liquor Control Total:		-969,480	0

MCG Non-Tax Supported Total:	-969,480	0
Net Savings:	-969,480	
(Total Exp. Savings & Revenue Changes)	-969,480	

Motor Pool**DGS-Fleet Management Services**

S1	DECREASE COST: REPLACE ALL FY '09 TARGETED PUBLIC SAFETY SEDANS WITH CHEVROLET IMPALA	-181,380	0
	No Service Impact		
S2	DECREASE COST: RECALL FORTY (40) UNDERUTILIZED ADMINISTRATIVE VEHICLES TO REPLACE FY '09 TARGETED ADMINISTRATIVE VEHICLES	-337,500	0
	No Service Impact		
S3	DECREASE COST: DEFER VARIOUS FY '09 TARGETED EQUIPMENT/VEHICLE REPLACEMENT	-832,360	0
	No Service Impact		
Motor Pool Total:		-1,351,240	0

Printing & Mail**General Services**

S1	REDUCE: REDUCE PURCHASE OF PAPER	-162,650	0
	The Print Shop will reduce its purchase of paper to meet its Savings Plan. This means that, at some point this fiscal year, the Print Shop will require customers to provide their own paper for print jobs.		
Printing & Mail Total:		-162,650	0

Ref No.	Title	\$	Revenue
	MCG Internal Service Funds Total:	-1,513,890	0
	Net Savings:	-1,513,890	
	(Total Exp. Savings & Revenue Changes)		
	MCG Total:	-24,780,720	-224,600
	MCG FY09 Net Savings		
	(Total Exp. Savings & Revenue Changes)	-24,556,120	

Ref No.	Title	\$	Revenue
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MCPS Current Fund**MCPS**

S1	DECREASE COST: MCPS REDUCTIONS TO MEET THE SAVINGS PLAN TARGET	-19,369,570	0
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The County Executive recommends a savings target of 1% of the tax supported FY09 appropriation (\$19.4 million). MCPS believes that according to their current projections savings of \$3 million are possible.

MCPS Current Fund Total:	-19,369,570	0
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MCPS Tax Supported Total:	-19,369,570	0
Net Savings:	-19,369,570	
(Total Exp. Savings & Revenue Changes)		

MCPS Total:	-19,369,570	0
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MCPS FY09 Net Savings	-19,369,570
(Total Exp. Savings & Revenue Changes)	

Ref No.	Title	\$	Revenue
<u>MC Current Fund</u>			
Montgomery College			
S1A	REDUCE: LOCAL COUNTY CONTRIBUTION FOR COLLEGE BY 2% [FY09 BASE \$105,454,553]	-2,109,091	0
S1B	REDUCE: LOCAL COUNTY CONTRIBUTION FOR COLLEGE BY ADDITIONAL 0.5% [TOTAL OF 2.5% - WITH 1A - ON FY09 BASE \$105,454,553]	-527,273	0
MC Current Fund Total:		-2,636,364	0
MC Tax Supported Total:		-2,636,364	0
Net Savings: (Total Exp. Savings & Revenue Changes)		-2,636,364	
MC Total:		-2,636,364	0
MC FY09 Net Savings (Total Exp. Savings & Revenue Changes)		-2,636,364	

Ref No.	Title	\$	Revenue
<u>M-NCPPC Administration</u>			
M-NCPPC			
S1	DECREASE COST: MNCPPC REDUCTIONS TO MEET THE SAVINGS PLAN TARGET	-826,450	0
M-NCPPC Administration Total:		-826,450	0
<u>M-NCPPC Park (w/out Debt Serv.)</u>			
M-NCPPC			
S1	DECREASE COST: MNCPPC REDUCTIONS TO MEET THE SAVINGS PLAN TARGET	-1,652,890	0
M-NCPPC Park (w/out Debt Serv.) Total:		-1,652,890	0
M-NCPPC Tax Supported Total:		-2,479,340	0
Net Savings:		-2,479,340	
(Total Exp. Savings & Revenue Changes)			
M-NCPPC Total:		-2,479,340	0
M-NCPPC FY09 Net Savings		-2,479,340	
(Total Exp. Savings & Revenue Changes)			